



# THE SAINTS FEDERATION

## School Toilet Policy



<b>Organisation</b>	The Saints Federation
<b>Title</b>	Toilet Policy
<b>Author</b>	
<b>Owner</b>	Executive Head Teacher and Governing Body
<b>Protective Marking</b>	NOT PROTECTIVELY MARKED
<b>Review date</b>	Annually

### Revision History

<b>Revision Date</b>	<b>Revision</b>	<b>Previous Version</b>	<b>Description of Revision</b>
04/12/2018	1.0	N/A	Policy created and signed off
May 2026	2.0	April 2025	St Mellon's CIW Primary School have joined the Saints Federation.

Signed by Chair of Governors on behalf of the Governing Body

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Signed by the Executive Headteacher:

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Date approved: ..... (by full Governing Body)

Date of review: .....

At the Saints Federation, and as rights respecting schools, we aim to ensure all children, staff and families are aware of children's rights. We aim to not only teach about children's rights but also model rights and respect in all relationships. This policy is specifically linked to Articles 2,3,23,28 (UNCRC).

### **Introduction**

Children starting at our schools are all at different stages of toilet training. We accept this and encourage all children to develop independent self-care skills which are appropriate to their level of development. In line with the Equality Act 2010 we will not refuse admission on the basis of toileting. However, we will encourage and support families to undertake toilet training at home before children start school.

We also recognise that for all kinds of different reasons that children of all ages may require support with toileting. Children may be unwell, have an accident or need ongoing help to develop independent toileting skills.

Information about changing children is included on our admissions form and parents give signed consent for children to be changed. If there are ongoing concerns around toileting a specific plan may be put in place for an individual child. This will always be shared with parents.

### **Ways in which we support toilet training before children start school:**

- We try and take time to speak with parents during link up sessions about how confident their children are about using the toilet.
- Parents and children are shown the toilet facilities in the school.
- Parents are encouraged to start toilet training (if developmentally appropriate) and to seek additional advice from their health visitor.
- We work with health visitors to ensure early advice is given to families.

### **When toilet training has started:**

- Most children have started toilet training before starting school.
- Some children will start school wearing pull-ups/nappies and some will remain in them for their time in nursery at St David's and St Mellons schools. In exceptional circumstances, some pupils will remain in nappies/pull ups during their time in reception at all three schools.
- Toilet training will always take place in consultation with parents, whose wishes are paramount.
- Children will not be forced to start toilet training before they are ready.
- When children are in school in pull ups, changing arrangements will be discussed with parents.
- Parents will provide spare pull-ups/nappies.

### **Ways in which we support toilet training in Progression Step 1:**

- Sometimes a particular member of staff will work with an individual child to support toileting.
- Children will be taken to the toilet at regular intervals
- Motivators may be used to encourage children into the toilet – books, bubbles, moving toys.
- Particular toilets may be ‘designed’ with a child in mind e.g. using stickers etc
- Rewards may be given when a child sits on the toilet – bubble blowing, stickers, playing with a special toy etc.
- Children may be taken to the toilet together so a less confident child can gain confidence sharing in the toileting experience.
- Children are encouraged to be independent and to have a go at wiping themselves and flushing the toilet etc but will be overseen by a member of staff. If an adult supports a child with wiping this is logged and reported to other members of the team and to parents at the end of the session.
- Information about toileting will be passed on to parents at the end of each session. All adults will inform another member of the team when they have changed a child or supported toileting. This is logged and parents are informed at the end of the day.

### **Changing children:**

- Many children will have a toileting accident in school at some point during their school career.
- No child will be told off for having an accident and the situation will be dealt with kindly and sensitively.
- Children will be changed in the toilets and their privacy respected.
- Children will be encouraged and supported to help change themselves. As children get older it is likely that they will be given clothing etc and to change independently.
- Children will always be changed by a member of staff and not by students, volunteers or other helpers in the schools. These adults are always informed of this as part of our induction process.
- Adults will use disposable gloves and aprons. Wet wipes are available in the nursery.
- Where children are in nappies, soiled nappies will be placed in nappy sacks and in the external bin.
- Where children have wet/soiled themselves their clothes will always be bagged and returned to parents. Clothes will be swilled if possible.
- Information about toileting will be passed on to parents at the end of each session. All adults will inform another member of the team when they have changed a child or supported toileting. This is logged and parents are informed at the end of the day.
- If children have had an accident because they are unwell parents/carers will be contacted asap and asked to collect their child. Children who have experienced any sickness or diarrhoea must stay away from school for 48 hours.

**Where toileting is difficult:**

- Where there is a concern that there may be a medical problem, this will be discussed with parents who may choose to seek medical attention.
- Where parents need more support a referral to the Health Visitor or incontinence team may be made.
- Where children have significant anxieties around toileting a referral may be made.
- Where children have special educational needs the advice of the lead paediatrician or HV for special needs will be sought before toilet training is started.

**Facilities:**

- We have adequate toilets for children through the school.
- All toilets are cleaned thoroughly daily.
- Any concerns about the state of the toilets are reported immediately to the Executive Headteacher, Head of school or the caretaker.
- All schools have a disabled toilet that can be used by pupils if necessary.