

# Gunthorpe Primary School



## Pupils' Toileting: Policy & Guidance

|                         |                    |  |
|-------------------------|--------------------|--|
| Head Teacher            | Fran Hollingsworth | Sign and Date:<br><i>feh</i><br>.....<br><i>26.7.20</i><br>.....     |
| Chair of Governing Body | Yvette Bell        | Sign and Date:<br><i>ymbell</i><br>.....<br><i>25.02.20</i><br>..... |

### **Aim of policy**

- Gunthorpe Primary School recognises that some children with SEN and/or a diagnosed medical need may arrive at school with under developed toilet training skills. The aim of this policy is to ensure that appropriate provision is made for such children. This policy also aims to clarify the school's position on toileting needs in children who have no SEN needs and who soil regularly within the school day.
- Gunthorpe Primary School is committed to safeguarding and promoting the welfare of children and young people. We are committed to ensuring that all staff responsible for intimate care of children will undertake their duties in a professional manner at all times.
- Intimate care is defined as any care which involves washing, touching or carrying out an invasive procedure that most children and young people carry out for themselves, but which some are unable to do (Please see our Intimate Care Policy for more information).
- Staff will work in close partnership with parents and carers to share information and provide continuity of care.

### **SEN and Inclusion**

If a child is not toilet trained because of a disability his/her rights to inclusion are additionally supported by the SEN & Disability Act 2001 & Part 1V of the Disability Discrimination Act 1995.

### **Toileting and the Foundation Stage Profile**

Curriculum guidance for the Foundation Stage is clear that the role of the adult involves supporting the child's whole development, particularly their Personal, Social and Emotional development including supporting the transition between settings. One of the Early Learning Goals for children to achieve by the end of the Foundation Stage is to "dress and undress independently and manage their own personal hygiene".

### **Parental responsibility**

Prior to starting at Gunthorpe Primary School prospective parents/carers will be reminded of the school's expectation that pupils should be toilet trained before they start school. It will also include a sharing of this policy during school home visits as well as during parents' induction meetings in school. If a child is not fully toilet trained before starting school, the parents/carers must inform the school. The child's needs will be discussed and reasons for the child not being fully toilet trained will be recorded. Parents of children who have regular toileting accidents will be required to provide spare clothes (to be kept on their peg in the cloakroom). If spare clothes have not been provided and there are no spare clothes in school then a member of staff will contact home to bring in clothes for their child to change into.

Parents/carers should make every effort to come to school to change their child, and should bring a clean set of clothing. It is essential that parents/carers recognise they are responsible for any training/changing routines for their child. School is not responsible for toilet training a child.

The school will always act in the best interests of the child, so should a child soil themselves to an extent where routine cleaning procedures in school do not resolve the situation, the school will contact parents to ask for the child to be collected and cleaned thoroughly at home. The child may return to school if the accident is not related to sickness.

### **Staff responsibilities with children who have a special educational and/or a diagnosed medical need**

There is an expectation that medical documentation will be supplied by parents/carers in order for the school to provide assistance with intimate care.

With regard to the care of children who regularly soil themselves and their participation in school trips the school recognises that day trips and residential visits enrich the learning experience for all pupils. To this end the school would undertake a risk assessment for the individual child and facilitate their participation in school visits by inviting, where possible, a parent/carer to attend the trip or by using the school welfare assistant or another suitably trained member of staff.

### **Staff responsibilities with Non-SEN children and/or a diagnosed medical need**

School does not have staffing levels to accommodate teaching assistants regularly leaving the class to attend to an individual's hygiene. If a child accidentally soils or wets, we will encourage the child to change themselves and where necessary change them. We will change children for odd 'accidents' but not routinely as part of day to day personal care.

In order to help the children to become aware of their bodily needs and respond to them in time, those who wish to go to the toilet are allowed to go at any time during the day. The school undertakes to attempt and support any training programme requested by a child's GP and/or the school nurse or parent.

In the event a child is reluctant and refuses to visit the toilet the parent/carer will be contacted to discuss any underlying issues. Our intention is that the child will never be left in soiled clothing, and as soon as the member of staff responsible for him/her is aware of the situation, she/he will encourage the child to clean themselves or telephone the parent/carer. It is intended that the child will not experience any negative disciplining, but only positive encouragement and praise for his/her endeavours to master this necessary skill. It is always our intention to avoid drawing attention to such events and positively encourage the child in his/her efforts to gain these skills.

### **Implementation, monitoring and review**

Implementation of the policy is the responsibility of the Head and Governors. Verbal feedback will include evaluative feedback from pupils, as well as teaching and support staff. There will be an on-going opportunity for staff to discuss with the Headteacher any issue regarding the Toileting policy concerns them.

This policy will be reviewed every 12 months and consideration given to the implications for future whole school development planning.

