



Oratory R.C. Primary and Nursery School



**'Shine as to be a light to
others'**

Toileting Policy

Foundation Stage Unit

Mission Statement

‘Shine as to be a light to others’

Blessed John Henry Newman

Our School’s Mission

At the Oratory R.C. Primary and Nursery School every aspect of school life is founded on Gospel Values. Our choice of Mission Statement, “Shine as to be a light to others”, is inspired by the writing and teaching of the Blessed John Henry Newman, an advocate of personalised learning, and of Saint Philip Neri, who believed that “cheerfulness strengthens the heart and makes us persevere in a good life; therefore the servant of God ought always to be in good spirits.”

We are committed to providing a safe, nurturing and happy immersive learning environment, based upon the living tradition of the Church, drawing continually upon current educational research.

Our School prepares children to meet the opportunities and challenges of life in contemporary Britain and within a fast changing technological and globalised world through an innovative curriculum that is tailored to meet the needs of all.

A community of lifelong learners, our School and Governing Body work in close partnership with: our families, the Fathers and Brothers of the Oratory, our local parish, the local and wider community, and external consultants. We work together to enable all to fulfill their spiritual, academic, emotional and social potential. We are a team, and together we make a difference.

Our School’s Vision

Christ is at the centre of all we do.

Our School is a learning community for all: pupils, staff, governors, parents and carers, outside agencies, and the local and wider community.

Ours is a strong culture of unconditional support for one another’s learning, where all listen respectfully and welcome constructive criticism and challenge.

We offer a vibrant and exciting curriculum and learning experience, ensuring that all pupils, from whatever point they start on entering our School, make at least good progress.

We aim to help our children discover and develop their God-given talents and to encourage them to grow in responsibility for themselves and for others.

We believe that everyone has a right to equal access and opportunity, and equal freedom to work and learn, and freedom from unjust discrimination and from prejudice.

Our practices promote the right of all to participate in school life by actively promoting equality and social inclusion without distinction of culture, religion, language, ethnic background or race.

Our School's context and culture

Our School mission is based on the belief that every human being is a unique person created in the image and likeness of God, with a God-given potential for growth and an eternal destiny in heaven. Our staff have a special vocation to make sure that all our children receive the very best educational experience in order to grow in the love and knowledge of God, their neighbour, themselves and the created world.¹ We see this as integral to our Catholic ethos.

As a school we work together to embed and sustain this ethos. The word "ethos" can be defined as: "a way of living, behaving and doing things by people who, though diverse, follow common values and are linked by a shared vision of life."⁵ Our School's Catholic ethos promotes and helps to shape a strong set of values.

Toileting and Continence Policy

Aims of Policy

Achieving continence is a developmental milestone usually reached within the context of learning in the home before a child transfers to a nursery/school setting. However, for some children entering school, the skill of independent toileting has not been fully acquired and needs to be taught. The 'Every Child Matters' framework includes 'Enjoy and Achieve' as one of the five outcomes. Two of the aims are to enable children to:

- "be ready for school" and
- "achieve personal and social development and enjoy recreation."

Principles of the Policy

The Early Years Foundation Stage Curriculum includes Personal and Social and Emotional Development as a curriculum strand and specifies planning for "the development of independence skills, particularly for children who are highly dependent upon adult support for personal care." The Stepping Stones include reference to children being able to "dress and undress independently and manage their own personal hygiene." Therefore, children entering the Foundation Stage who have not achieved continence or developed independent toileting skills will:

- not be discriminated against in relation to their admission to school
- be supported with their toileting needs to help develop concern for their own personal hygiene, independence and well-being.

Health and Safety

The school already has procedures in place for dealing with spillages of bodily fluids, e.g. when a child accidentally wets or soils himself, or is sick whilst on the premises. (Health, Safety and Welfare Policy) The same precautions will apply for nappy changing:

- Staff to wear aprons and disposable gloves whilst changing a child;
- Soiled nappies to be double wrapped and disposed of in the waste disposal unit in the disabled toilets;
- Changing area/toilet to be cleaned after use;
- Hot water and soap available to wash hands as soon as changing is done;
- Hot air dryer or paper towels available to dry hands

Facilities

EYFS have their own toilets. Therefore, facilities for changing children are easily accessible. However, staff should be aware that:

- changing should not take place behind locked doors but in an appropriate area where privacy and dignity can be maintained during the process
- a changing mat is used on a suitable surface (not the toilet floor)
- the child should not be made to feel uncomfortable or in any way that they are a nuisance

Asking or telling parents to come and change their child (unless the parents have expressed a preference for this) or wanting an older sibling to change their sister/brother is likely to be a direct contravention of the Disability Discrimination Act.

Leaving a child soiled could also be considered to be a form of abuse.

Child Protection

The normal process of assisting with personal care, e.g. changing a nappy should not raise child protection concerns. All staff appointed at Oratory have enhanced DBS checks which are carried out to ensure the safety of children and staff. Two members of staff must be present when changing a child.

Partnership Working

Issues around toileting can be discussed with the Foundation Stage Phase Leader during the admissions and transition process. Children starting Nursery receive home visits from the nursery staff prior to starting school. Subsequently, parents of children starting in Reception are invited into school for a transition meeting in July before a September start. During these meetings parents and carers are provided with opportunities to discuss any concerns they may have and the involvement of other agencies if necessary, e.g. School Nurse, Home – School Link. In some circumstances it may be appropriate to set up a home/school agreement (See Appendix 1).

Parents or Carers

- Agreeing to change the child at the latest possible time before coming to school;
- Providing spare nappies and a change of clothes;
- Understanding and agreeing the school procedures followed during changing;
- Agreeing to inform the school should the child have any marks/rash;
- Agreeing how often the child should be routinely changed if the child is in school for the full day and who will be doing the changing;

- Agreeing to review the arrangements, in discussion with the school, should this be necessary.

The School

- Agreeing to change the child should they soil themselves or become wet;
- Agreeing how often the child should be routinely changed if the child is in school for the full day and who will be changing them;
- Agreeing to report to the HT and Inclusion Lead should the child be distressed or if marks and rashes are seen;
- Agreeing to review arrangements, in discussion with parents/carers, should this be necessary.
- Agreeing to implement an individual toileting management plan if this is required.

Procedure for Personal Care in School

- Agreed changing area to allow child privacy/dignity.
- Designated member of staff identified to change child including another named person in case of illness/ absence.
- All named practitioners changing the child to agree on a consistent approach.
- Staff to be provided with disposable gloves (not latex); a disposable apron, disposable cloths to wash the child and nappy bags.
- Child to be encouraged to participate in the changing process as/if appropriate e.g. wiping themselves, pulling up their pants etc.
- Child to be washed (water only) if necessary and changed.
- Nappy to be placed in a nappy bag and disposed of safely.
- Other clothing, if wet and soiled dealt with as agreed.
- Changing area to be thoroughly cleaned.

APPENDIX 1:

Home and School Agreement for Toilet Management

Parental Responsibilities:

- To ensure that the child is changed at the latest possible time before coming to school.
- To provide nappies and a change of clothing.
- To inform the school of any marks or rashes.
- To continue to implement timed toilet training programme at home.

The Oratory R.C. Primary and Nursery School's Responsibilities:

- To change the child when soiled or wet following the agreed procedures.
- To follow a timed toilet training programme.
- To report to the parent if the child becomes distressed or if mark/rashes are seen.
- To ensure where possible that the child will be changed by agreed members of staff.
- To discuss any proposed changes to toileting procedures with the parents/carers.

Parent/Carers' Signature.....

Class Teacher's Signature.....

