



# LITTLE FLOWER ENGLISH SCHOOL DUBAI

## KINDERGARTEN 1 TOILET POLICY

This policy & procedures are reviewed annually to ensure compliance with current regulations.

Approved/ Reviewed by	
Policy Lead	MS. SAFEENA
Role	KG SUPERVISOR
Date of review	22-03-2024
Date of next review	22-03-2025
Signature	

## **LFES – KINDERGARTEN 1 TOILET POLICY**

**Objective: Providing a safe, caring environment.**

**Children's needs:** Protection from infection, clean hygienic environment, instruction about personal hygiene.

**Parent's needs:** To feel confident that their child's health and well-being & development are assured.

**Staff needs:** Protection from infection; clean hygienic environment; appropriate equipment to ensure high level of hygiene; clear guidelines in relation to their duty of care.

**Management needs:** Staff to maintain appropriate levels of hygiene and cleanliness to meet required standards.

### **Staff Responsibilities:**

- The Centre will ensure that toilets and hand washing facilities are easily accessible to children.
- Children will be encouraged to flush toilets and wash hands after use. Toileting procedures will be displayed in the toileting areas.
- Staff will always encourage children's efforts to develop independence.
- Toileting is flexible and responsive to children's individual needs. The majority of children are expected to go to the toilet when they feel the need, but occasionally children will have to be reminded. Children will be reminded while washing up for snack times, lunch, rest time, waking up etc.
- Staff will interact with children in a relaxed and positive way during toileting as this is an excellent time to continue verbal interactions with children.
- Staff will role model personal hygiene and discuss hygiene practices with children.
  - Hand washing is a consistent part of the toilet routine and the hand washing procedure will be followed.
- Staff will supervise and clean toilets on a regular basis, according to the cleaning schedule.

- Staff will take into account any known issues relating to toileting, such as whether a child is prone to accidents, any upheavals at home or psychological issues, which may affect the child's ability to toilet themselves independently.
- Incontinent children will never be embarrassed by staff in regard to toileting habits. Staff will discourage any negative comments from parents within a child's hearing.
- Educators will communicate with parents/guardians to develop consistency with their child's toileting habits.
- Staff may recommend a variety of training methods to parents who have requested assistance in toileting.

#### Parent Support:

- Will have child clean them self under adult supervision.
- Use the same strategy as above to create a bond between school and home.
- Speak with their child about what to do if they have an accident.
- If a child has a disability or a health related issue related to incontinence, it is the family's responsibility to provide this information to the Kindergarten Supervisor and provide a "Continence Care Plan" from the child's local General Practitioner in consultation with the Supervisor.
- All parents are expected to provide their child with at least 2 spare changes of seasonal clothing. We encourage children to take responsibility for themselves; parents can aid this by dressing children in pants with elastic tops or other easily managed clothing.

#### At the end of the two weeks staff will:

- Monitor children that go to the toilet, but only to observe and offer assistance if necessary.
- Offer physical assistance for:
  - Clothing malfunctions
  - Toilet accidents

#### By the end of two months it is expected that the student will be capable of:

- Pulling their pants/undergarments up and down without assistance
- Wipe their own bottom under normal circumstances without assistance.