

Farrer Primary School Preschool Unit Toileting procedure

Regulation 109 Toilet and hygiene facilities

Farrer Preschool Unit, under regulation 109, Farrer Preschool Unit provide adequate, developmentally and age-appropriate toilet, washing and drying facilities for use by children attending preschool. The location and design of these facilities enable safe use and convenient access by the children.

This procedure outlines how children are supported in their learning about and use of toileting.

Farrer Preschool Unit staff have read the ACECQA's toileting and nappy changing principles and practices and have considered these in contributing to this procedures document.

At Farrer Preschool Unit staff make considered choices about the preschool program. This includes:

- Planning the preschool day around the needs of children in the group.
- Using transition times as learning opportunities.
- Using visuals to support children's growing independence.
- Teaching and encouraging children to have a meaningful role in toileting procedures. This could include flushing the toilet, independently dressing / undressing, hand washing.

When working to meet children's toileting needs and in working with families, Farrer Preschool Unit staff:

- Consult with families about their child's individual needs.
- Prepare toileting plans in consultation with families.
- Work alongside other professionals such as fellow early childhood educators, occupational therapists, psychologists etc.
- Record checks and changes of nappies, pullups, underwear for children who require this.

At Farrer Preschool Unit, toileting procedures include

- Children having access to a safe bathroom area.
- The use of visuals to guide children's toileting experiences.
- Children having a role in toileting experiences. This could be pulling pants down / up, attempting to wipe, flushing, handwashing.
- Maintaining a clean bathroom area. Preschool staff clean surfaces soiled during use by children.
- Preschool bathrooms are cleaned daily by Education Directorate cleaning staff.
- Upkeep of soap, paper towel, wet wipes, bags etc for the comfort and safety of staff and students.
- Placing soiled underwear in a nappy bag. These bags are then kept in a safe location. This could be a child's school bag or other location, depending on the situation.
- Disposing of nappies / pull ups in separate nappy bin. This bin is emptied by external provider every two weeks. The bin can be emptied weekly if needed.
- Heavily soiled underwear may need to be disposed of for hygiene and cleanliness reasons.
- Staff wear disposable gloves when carrying out a change.
- Staff wash their hands after supporting a child with an underwear / pull up / nappy change.
- Staff reflect on the procedures in place. Changes are made as needed.

Related policies/procedures:

- [ACECQA Toileting and nappy changing principles and procedures](#)
- **National Quality Standard**
 - Quality Area 1,
 - Element 1.1.3 All aspects of the program, including routines, are organised in ways that maximise opportunities for each child.
 - Quality Area 2
 - Standard 2.1 Each child's health and physical activity is supported and promoted.
 - Quality Area 5
 - Element 5.1.1. Responsive and meaningful interactions build trusting relationships which engage and support each child to feel secure, confident and included.
 - Element 5.1.1 The dignity and rights of every child are maintained.