

# Toileting Policy OSHC

Our Service aims to meet the needs of children by providing a clean, safe and hygienic place for toileting. We believe that toileting rituals are valuable opportunities to promote children’s learning, meet individual needs and to develop strong relationships with children. Having their needs met in a caring and responsive way builds children’s sense of trust and security.

## National Quality Standards (NQS)

Quality Area 2: Children’s Health and Safety	
2.1	Each child’s health is promoted.
2.2	Healthy eating and physical activity are embedded in the program for children.
2.3	Each child is protected.

Education and Care Services National Regulations	
156	Relationships in groups
103	Premises, furniture and equipment to be safe, clean and in good repair
105	Furniture, materials and equipment
106	Laundry and hygiene facilities
109	Toilet and hygiene facilities
115	Premises designed to facilitate supervision

## PURPOSE

We aim to ensure best practice guidelines are adhered to for toileting. Ensuring the area is hygienic and reduces the spread of infectious disease.

## SCOPE

This policy applies to children, families, staff, management and visitors of the Service.

## IMPLEMENTATION

- Interact with children using verbal and non-verbal communication, and respond to children’s communication;
- Help children begin to develop and extend their self-help skills, which includes handwashing and dressing, and encouraging children to identify the feeling of accomplishment and gratification that come with this.

Appropriate hygiene practices must be maintained and procedures followed to minimise any risk of infection at all times. Educators will continuously promote healthy hygiene practices and hand washing procedures; encouraging the children to follow these practices.

### The Approved Provider will:

- Provide adequate and appropriate hygienic facilities for the children’s use.
- Ensure facilities are designed and located in a way that prevents unsupervised access by children;
- Ensure that adult & children’s hand washing facilities are located within the toilet area;
- Ensure that the facilities are designed and maintained in a way that facilitates supervision of children at all times, having regard to the need to maintain the rights and dignity of the children.
- Ensure bins have a ‘hands-free’ lid.

The Nominated Supervisor will:

- Implement policies, procedures and training with educators to ensure toileting procedures that support children’s safety, protection, relationships and learning.
- Develop systems with educators to ensure that soiled clothing are disposed of or stored in a location children cannot access.
- Ensure good toilet practice and hand washing procedures are displayed visually and in community languages as appropriate.
- Ensure rubbish bins are emptied once during the day and at the end of each day. .

Educators will:

- Discuss children’s individual needs professionally with families to ensure practices are reflective of their home environment and are culturally sensitive;
- Organise the toilet access area to promote positive interactions and promote positive learning experiences,
- Ensure no physical contact with children throughout the toilet experience
- Keep toilet areas fully stocked with all required materials at all times.
- Toileting supplies are readily accessible to staff to ensure efficiency and the health and safety of each child.
- Ensure the toileting process is operating at all times that children are not accompanied to the toilet by another child or adult unless absolutely necessary
- Children are not to share a cubicle

Children should be given the opportunity to complete the toileting procedure, such as toileting, washing hands, flushing the toilet, keeping the bathroom environment clean independently, while at the same time keeping in mind the importance of hygiene and providing assistance when needed.

During this milestone, children should be empowered and encouraged to be successful. Toileting varies for individual children, as Educators we can take advantage of the child being in a group and the many opportunities that provides for learning from each other. Educators and Families need to remember that comparing children is inappropriate and unacceptable behaviour.

Source

- Australian Children’s Education & Care Quality Authority. (2014).
- Guide to the Education and Care Services National Law and the Education and Care Services National Regulations 2015,
- ECA Code of Ethics.
- Guide to the National Quality Standard.
- Staying Healthy in Child Care. 5<sup>th</sup> Edition
- Approved First Aid Qualifications [www.acecqa.gov.au/qualifications/approvedfirst-aid-qualifications](http://www.acecqa.gov.au/qualifications/approvedfirst-aid-qualifications)
- Raising Children Network [www.raising children.net.au](http://www.raising children.net.au)

Review

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October 2018