All children who come to Nursery MUST* be fully/properly toilet trained before they start in our setting.

In terms of intimate care, Nursery staff will always work openly with the children, treating all children equally with respect and dignity. Staff will gain permission from the child before any changing occurs. Physical contact with the children will be appropriate to their needs. Staff realise that children of Nursery age need to be reassured when toileting accidents occur and this is done with the utmost respect for the child, reflecting the needs of the child at that particular time.

Parents are issued with a change of clothing permission slip which must be signed at the start of the year if they wish their child to be changed or not to be changed under any circumstances.

Procedures When Toileting Accidents Occur:

- Each child is provided with a changing bag hanging on his/her coat hook which must contain a full change of clothes.
- It is rare that a child would object to being changed but if he/she does not wish to be changed and is too upset, we will respect his/her wishes and the parent will be contacted.
- If a child needs the help of a member of the Nursery staff to change his/her clothing, one adult will gain permission to help freshen up and change the child in the toilet area, with the door open so that a second adult can observe but still maintain privacy for the child. A third member of staff will supervise the rest of the class.
- Every change of clothing and toilet accident is recorded by the staff, stating the date, the child’s name, the reason for the change of

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clothing, the garments changed, the areas freshened/cleaned up and the name of the member of staff who helped with the change and the staff member who supervised the change.

- Should a child accidentally wet him/herself during the day, it is our policy to freshen up the child and change the child’s clothing, if he/she wishes with as little fuss and embarrassment to the child as possible. Should the child not wish to be changed by staff, the parent will be contacted to pick the child up and take them home.

- Should the same child have a second wetting accident, after being changed on the same day, we will change the child again if clothing is available but the parent will be contacted and MUST collect the child from Nursery, in case the child is unwell.

- Should a child be sick or soil him/herself, he/she will be changed if he/she so wishes and the parents will be contacted and MUST collect the child and take him/her home as soon as possible.

- If you child has a total of 3 wetting/soiling accidents over a short period of time parents will be required to attend a meeting to discuss moving to a shortened day e.g. fewer hours at Nursery each day until the issue is addressed.

- If your child is experiencing toileting issues please let the school know which professional is working with them on the matter e.g. Health Visitor, GP, incontinence clinic etc... and we will endeavour to support them as best we can.

*UNLESS THERE IS A MEDICAL NEED AS DIAGNOSED BY A DOCTOR

*Updated:September 2018*