

Toileting Policy and Procedure Forest Kindergarten Sevenoaks

Signed:	Date: May 2017
To be reviewed May 2018	

There are no conventional toileting facilities at the site. However, we are well equipped to provide children with suitable toileting space.

Antibacterial wipes are to be used after all toileting activities, disposed of in waste bag. Water and soap are available if needed.

At site:

We have a designated toileting area which provides privacy and offers shelter from weather.

Dig hole where children can toilet with designated trowel.

Have toilet box, containing toilet roll and antibacterial wipes.

Have bucket with leaf litter.

Have bag to place waste wipes in.

Staff will instruct children about hand hygiene after toileting and be vigilant about its practice by children in the toileting area.

Toileting procedure:

- Ask an adult to go to the toilet.
- Adult to check hole is available if needed
- Lid off toilet box, paper easy at hand
- Do the job
- Encourage child to wipe own bottom
- Paper, if required, in bag to be removed from site at end of each session.
- Cover poo with leaf litter/ earth in hole.
- Lid back on toilet box securely.
- Wipes disposed of if necessary in waste bag.
- Staff and children clean hands with warm water and soap.
- At end of day cover the hole with layer of leaf litter, ensure toilet box lid is closed. Dig new hole as and when required to allow waste to compost

H&S issue: be aware of the potential for back damage when assisting a child in toileting

Changing procedure in event of a child wetting themselves:

- Allow child access to toilet tarp
- Provide dry /protected base for child to lie on, changing mat in change/ toilet bag
- Assist as necessary
- Use warm water, soap, and antibacterial wipes.

Use tent to change into clean, dry clothes on very wet /cold days.