

Acorn Child Care Centres

Policies and Procedures



2.3.2 Toileting Procedure

For the children's and their own protection, educators adhere to the following procedures when assisting older children in the bathrooms.

Room teams check that all supplies are in place each day:

1. Gloves
2. Toilet paper
3. Paper towel
4. Baby wipes
5. Chux wipes and spray bottles containing the appropriate cleaning product
6. A clean rubbish bin with liner
7. Containers or plastic bags for soiled items, if needed.

Educators supervise children when in the bathroom and offer assistance as required.

Encourage children to manage this important life skill themselves if possible, but be ready to step in to assist rather than let the child feel they have failed. It is as important to maintain children's confidence levels here as in other areas of the program.

If a child has an accident, educators respond calmly and positively, and ensure that the child is made to feel that all is well. To protect yourself and the child, assist the child to use hygienic bathroom practices.

If your assistance is required ensure that you keep the child/ren and yourself safe at all times. Staff must wear gloves when assisting children in the bathrooms.

Help them complete their toileting routine in a hygienic manner.

1. Use toilet paper.
2. Dress themselves if possible – assist with tricky clothing.
3. Remind the child to flush the toilet.
4. Ensure that the child washes their hands.
5. Check that the child dries their hands on paper towel.
6. Be sure that the child disposes of the paper towel in the bin provided.
7. Help the child to leave the bathroom safely, and then check that all is in order for the next user before leaving the area. (Clean the toilet seat if needed at this time.)

8. Dispose of gloves, wash your hands and dry them before you leave the bathroom.

Reviewed on:

05/09/2018							
15/07/2019							

Next review: 15/07/2020