



All Souls CE Primary School

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Experiencing life in all its fullness, we grow to be the best that we can be. (Based on Biblical Reference John 10:10)

Toilet Training and Personal Care in the Early Years Policy

Date of Policy: September 2025

Review Date: Annually – September 2026

Lead Person: Rebecca Leow-Clifford - EYFS Lead

Committee: Pupil Development and Well Being

Toilet Training and Personal Care in EYFS Policy - Overview

Introduction

At All Souls, we recognise the importance of toilet training and personal care in a child's development and well-being. This policy outlines our approach to toilet training and personal care to ensure a safe, supportive, and hygienic environment for all children in our care. Please see separate whole school 'Toileting and Intimate Care Policy'.

2 year olds

Some 2 year olds will be wearing nappies and others will have just started toilet training when they start at nursery. We work with parents towards toilet training at the appropriate age, unless there are medical or developmental reasons why this may not be appropriate at that time.

3/4 year olds

When children start in the Preschool we expect them to be toilet trained unless there are medical or developmental reasons why this may not be possible. We have necessary provision in our washroom in order to accommodate children who are not fully toilet trained.

Aims:

The aims of this policy are:

- To safeguard the rights and promote the welfare of children
- To provide guidance and reassurance to staff who are required to change a child's nappy
- To assure parents/carers that staff are knowledgeable about personal care and that their individual concerns are taken into account
- To protect children from harm, discrimination, and ensure inclusion for all

Assessment of Readiness:

- We will collaborate with parents/carers to assess a child's readiness for toilet training, typically around the age of 2-3 years.
- Signs of readiness may include an expressed interest in using the toilet, extended periods of dryness, and verbal communication of the need to go.

Individualised Approach:

- We will adopt an individualised approach to toilet training, recognising that each child progresses at their own pace.
- Children will be encouraged to use the toilet at regular intervals, such as when they arrive at nursery, during the session and before and after meals.

Positive Reinforcement:

- Positive reinforcement and praise will be used to encourage successful toilet use.
- Accidents will be treated with patience and understanding.

Communication with Parents/ Carers:

- Open communication with parents/ carers is essential. We will inform them of their child's progress, successes, and any challenges related to toilet training.
- Parents/ carers are asked to provide pull up nappies, wipes and creams and nappy sacks. Staff will monitor supplies and alert parents when they need to be replenished. The children's nappies, wipes, cream and sacks will be kept in named bags.

Personal Care and Hygiene Procedures:

- Nappies will be checked and changed regularly throughout the session, based on the child's needs.
- We will use disposable nappies provided by parents/carers.
- Used nappies will be tied in a nappy sack then placed in the school nappy bin.

- Our staff will maintain proper hygiene during nappy changing, including handwashing and the use of disposable aprons and gloves.
- The nappy changing area will be sanitised after each use.
- In case of accidents, children will be cleaned up with care and dignity, and their clothing will be changed promptly.
- Handwashing will be emphasised for both children and staff before and after nappy changing and toileting.

Nappy Changing Procedure:

At All Souls we will follow the Nappy/ toilet changing procedure below:

- Staff will use nappies provided and kept in the child's basket. Staff to gather all the necessary items needed before each nappy change, for example, nappy, wipes, nappy sack, and cream.
- Wash and dry your hands.
- Put on gloves and an apron. You should use a new set of gloves and apron for each nappy change.
- Support the child to climb up the steps to the nappy changing area.
- Remove the child's clothing to access the nappy. Remove the nappy and place it inside the nappy sack.
- If the child's clothes are soiled, you should bag them separately, hang them on their peg and send them home.
- Using the wipes, clean the child from front to back and place the used wipes in the nappy bag. Tie the nappy bag and put it in the bin.
- Apply cream if necessary and put on a clean nappy.
- Take off the gloves and apron and place them in the bin.
- Dress the child.
- Help the child to wash their hands using liquid soap, water and paper towels.
- Wash your hands using liquid soap, water and paper towels.
- Take the child back to the room/ garden.
- Return to the nappy changing area and using anti-bacterial spray and paper towels clean the changing mat/ table, surrounding area and underneath the mat before leaving to dry and then wash and dry your hands.
- Record nappy change details on the Nappy Changing Log

Toilet Training Procedure:

- Always make sure you have everything you need before starting.

- Always wear disposable gloves and apron provided when supervising toilet-training use, be aware of child's independence skills.
- Talk with child if appropriate, respect child's dignity and modesty.
- Flush contents down the toilet.
- Always discard the disposable gloves and apron in the bin when finished.
- Always wash your hands using the anti-bacterial soap provided, encourage child to wash hands so that good hygiene practices are started.

Policy Review:

This policy will be reviewed annually or as necessary to ensure compliance with best practices in toilet training and personal care.