

Clutton Playgroup

Continence policy

At Clutton Playgroup we believe that achieving continence is a developmental milestone usually reached within the context of learning in the home. We recognise that in a few cases, this milestone may not have been reached by the time a child enters Playgroup.

Aim

We aim to ensure that all issues regarding continence will be dealt with on an individual basis and Staff at Clutton Playgroup will make every reasonable effort to meet the needs of each particular child who has not yet become reliably continent.

Method

In order to achieve this aim, we operate the following procedure:

- Partnership with parents.

We wish to work in partnership with parents and carers to support children who are not yet reliably continent. Should a child have a medical condition affecting continence we would ask the parents to inform us. If this is not the case the advice of health professionals can be sought to implement a positive and structured approach for toilet training in the home and we will help by following those guidelines at Playgroup.

- Whilst a child is being toilet trained, parents will be asked to:
 - ensure that the child is taken to the toilet or changed at the latest possible time before being brought to Playgroup;
 - provide us with spare pants nappies, wipes and a change of clothing in their bags;
 - agree to inform us if a child has any marks or nappy rash;
 - collect the child from Playgroup if a child shows any symptoms of diarrhoea or similar indications of illness;
 - agree to review these arrangements should this be necessary.
- At Clutton Playgroup we will:
 - support parents in a toilet training programme by taking the child to the toilet and encouraging independence with toileting and hand washing;

- change a child should they soil themselves or become uncomfortably wet;
 - tell the parent if a child is distressed or if marks or rashes are seen;
 - contact parents if a child is showing signs of diarrhoea or similar symptoms of ill health;
 - agree to review arrangements should this be necessary.
- Staff routines

In order to prevent transmission of infection the following routines must be followed at all times.

- Staff to wear disposable gloves and aprons (if necessary) when changing nappies. Students and volunteers will not be permitted to change children unsupervised.
 - Nappies will be changed in the staff toilets. Staff will respect the child's privacy and dignity.
 - We will use the resources provided by parents for the changing and cleaning of the child. However if these have not been provided we will use baby wipes and spare pants. If pants are soiled they will be put into a plastic bag and returned to the parent at the end of the session for washing.
 - If the child is unduly distressed by the experience the parent and all staff will be informed.
 - If a child accidentally wets or soils him/herself, or is sick while on the premises the same precautions will apply as for nappy changing.
- Health and Safety
 - Nappies and wipes will be double wrapped and disposed of. The changing area will be cleaned using an appropriate anti-bacterial cleaning agent.
 - Hot water, liquid soap and paper towels will be available for hand washing as soon as the task is completed.
 - Child Protection

The normal process of nappy changing or any personal hygiene tasks such as wiping bottoms should not raise child protection concerns and CRB checks are carried out to ensure the safety of children with staff at Clutton Playgroup. A student on placement will not be permitted to change a nappy. If, when changing the nappy or pants, a staff member notices any marks or injuries these should

be reported immediately to the designated Child Protection Officer who will take the appropriate action. If she is not available then this will be reported to the Manager. A form showing the position of the mark or injury will be completed.

Policy adopted by the Clutton Playgroup Management Committee on

Signed

Chair of Clutton Playgroup Management Committee

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