

## Toilet Hygiene Policy

<b>Published</b>	<b>November 2020</b>
<b>Review Date</b>	<b>May 2022</b>
<b>Sources</b>	<p>Education and Care Services National Regulations, October 2020</p> <p>Education and Care Services National Law, February 2018</p> <p>Guide to the Education and Care Services National Law and the Education and Care Services National Regulations, October 2017</p> <p>Guide to the National Quality Framework, September 2020</p> <p>Staying Healthy: Preventing Infectious Diseases in Early Childhood Education and Care Services, National Health and Medical Research Council (NHMRC), 5<sup>th</sup> Edition 2012</p> <p>Managing OHS in Children’s Services, Tarrant. S., 2002</p>

### **Aim:**

Our service will follow best practice guidelines for toileting to ensure the area is hygienic and to reduce the spread of infectious disease. We aim to make the toileting experience a relaxed, happy and social routine.

### **In relation to the Approved Provider & Co-ordination Unit staff:**

- Be aware of the requirements of the current Education and Care Services National Law, Education and Care Services National Regulations and the National Quality Standard in regard to toileting practices and facilities
- Keep up to date with information about current hygiene practices in childcare services
- Provide resources to Educators on current advice from health authorities in regard to hygiene practices for toileting routines in childcare

### **In relation to Educators:**

- Abide by their obligations under the current Education and Care Services National Law, Education and Care Services National Regulations and the National Quality Standard in relation to toilet practices with children
- As part of the daily checks, ensure that the toileting facilities are safe and clean prior to the children accessing and using them, and restock any items such as toilet paper, soap and paper towel
- The toilet area and toilet seats will be monitored routinely to maintain hygiene and cleanliness
- All children will be actively supervised when accessing the toileting facilities
- For services that have toilets located away from the room, children will be escorted by an educator to the toilet
- Regularly remind children to go to the toilet, especially the younger children in the group
- Encourage children to let you know when they are going to the toilet
- Children are allowed to take their time without pressure
- Consider and accommodate the specific health and hygiene needs of older children in care, giving consideration to protecting their dignity and respecting their right to privacy
- Encourage children to follow the handwashing procedures as outlined in the Handwashing Policy to maintain a high level of hygiene practices

**In relation to Families:**

- Discuss any toileting issues relating to their child with Educators

**Continual Monitoring and Improvement:**

Continual improvement and monitoring will occur in the following ways:

- Incidental and planned consultation with families
- Approved Provider & Co-ordination Unit Staff accessing current relevant information.
- Approved Provider, Co-ordination Unit Staff and Educators accessing current and relevant training
- Internal evaluation of incidences and the improvement of systems

**Policy Review**

Date Revised	Comments
May 2019	Scheduled Policy Review – Updates made to including how toileting occurs when facilities are not located in the OSHC room.
November 2020	Scheduled Policy Review – Updated information around monitoring toileting area for hygiene