

Cityside Baptist Church Children and Youth Toileting Guidelines

Reviewed December 2016

Purpose

To give clear guidelines and boundaries for supporting children with toileting, in order to keep everyone safe.

Procedures

Our toilets are one of the risk areas in the Cityside building, as they are out of sight from where most people are. Unless it's an emergency, only people related to them or in a caregiver role should be helping children with toileting.

1. Older children need to tell an adult when they go and check back in again when they return. Rostered leaders need to go and look for them if they do not return within a couple of minutes. Parents and caregivers are asked to make sure their children know to check with a rostered adult if they need to go to the toilet.
2. Primary-aged children have the option of being accompanied by a friend or their parent (a rostered helper will need to ensure the child finds their parent) if they request it.
3. Explorer children should always be accompanied back to their parents/care-givers for assistance with toileting or nappies, or if there is not time for this before the child needs the toilet, they should be taken to the toilet, and their parents fetched to them straight away.
4. If the moment arrives without much notice and you don't have time to get a child's adult, stay calm and positive, and take the child to the nearest toilet. Help the child to get started, and encourage them to do as much as they can of getting onto the toilet independently while you stand in the doorway. Once they're sitting on the toilet, go and get their adult if you can do it without leaving the child more than a few moments – you could ask someone else nearby to get the parent while you stay near the toilet doorway to reassure the child. If you can't get the parent right then and the child completes using the toilet, let the parent know as soon as you can afterwards that you needed to help their child to go to the toilet.
5. If the child needs a clean-up, someone related to them or in a caregiver role needs to do that unless there are exceptional circumstances.