

Toileting

Procedure:

- Potty chairs, training chairs, and any other non-flushing toilets are not allowed, due to the risk of spreading infectious diseases. However, special inserts or seats may be used on regular toilets and must be disinfected after each use.
- Children who are able to use the toilet properly without adult assistance will be given privacy with a staff person located immediately outside the bathroom stall.
- Staff will assist children needing help with buttons, zippers, etc., as needed.
- Toilet paper, running water, soap, and paper towels will be within reach of children.
- If children are still mastering toileting skills, are unable to perform self-care, or have other toileting needs, parents and staff will work together to develop a written plan that will be placed in the child's record.
- Staff will directly supervise children to ensure proper hand-washing practices are being followed.
- Any Head Start staff person will be responsible for toileting as assigned by the site's Lead Educator. Disposable gloves will be available to use as needed.
- Bathrooms will be cleaned daily.