مدرسة الإبداع العلمي الدولية
INTERNATIONAL SCHOOL OF CREATIVE SCIENCE
BAHRAIN | البحرين



EYFS Toilet Policy

Toileting Policy

Document Information			
Created by:	Principal	Reviewed by:	Principal
Review Cycle:	Annual	Next Review:	**March 2027**
Head of EYFS: Raeesa Modak Principal: Ahmed Nadhim Al-Talib			

Contents

Rational 3
Organisation 3
Responsibilities 3
Appendix 1: EYFS Toileting Support – Parental Consent 7
I understand the information above: 7

1. Rational

At the International School of Creative Science – Bahrain (ISCS), we believe that toileting is a fundamental part of a child's early development and a key step toward building independence and confidence. Our EYFS toileting policy reflects our commitment to supporting children's personal, social, and emotional development, while ensuring dignity, respect, and hygiene are always maintained.

This policy is aligned with the principles of the EYFS Statutory Framework (UK-based) and adheres to the values of the Ministry of Education (Bahrain), while integrating Islamic values of cleanliness and personal care.

Objectives:

- To support children in becoming independent in their toileting routines.
- To ensure all staff understand their roles and responsibilities in toileting support.
- To safeguard the welfare and dignity of all children.
- To provide clear guidance on procedures, hygiene, and record-keeping.
- To work in partnership with parents/carers for consistency and support.

2. Organisation

All EYFS classrooms at the International School of Creative Science – Bahrain are equipped with age-appropriate toilet facilities that are clean, safe, and accessible. These facilities are designed to support young children's physical development and independence, ensuring that they feel comfortable and confident in managing their own personal needs. The layout and equipment are suited to the age and size of the children, promoting ease of use and reducing the need for extensive adult assistance.

Toileting routines are scheduled throughout the day, such as before and after meals, and following outdoor play. These structured times help establish healthy habits and routine for children, while also minimizing the likelihood of accidents. However, flexibility is maintained, and children are always encouraged to use the toilet whenever they feel the need, reinforcing their ability to listen to their own bodies and respond appropriately.

Children are supported sensitively and discreetly if accidents occur. Staff are trained to respond in a calm, reassuring, and respectful manner to preserve the child's dignity and avoid any feelings of shame or embarrassment. Fresh clothing is provided from the child's own belongings, and the incident is recorded and communicated with parents at the end of the day to ensure transparency and support at home.

Soiled clothing is carefully handled to maintain hygiene and respect for the child. Staff double-bag any soiled items and store them securely until they can be returned to parents at pick-up. This ensures that soiled clothing does not pose a risk to others and that parents are informed of the incident in a discrete and professional manner.

3. Responsibilities

Only designated and trained EYFS staff are permitted to assist children with toileting. This ensures that all support is provided by individuals who understand appropriate procedures, safeguarding protocols, and the importance of maintaining each child's dignity and privacy. These staff

members receive regular training to remain up to date with best practices in personal care and child development.

Staff must wear disposable gloves and aprons when assisting with toileting or dealing with accidents. This is a critical hygiene and safety measure that protects both children and staff from the spread of infection. All protective equipment is disposed of immediately after use, and hands are thoroughly washed in accordance with health and safety guidelines.

All toileting incidents, including accidents or times when staff provide direct assistance, must be logged in a record via Edunation. This documentation provides a clear record for monitoring children's development and health and ensures that parents are informed of any incidents that occur during the school day. The log is treated as a confidential document and stored securely.

For safeguarding purposes, at least two staff members should be aware of when a child is being assisted with toileting. While only one staff member may be directly involved, the presence or knowledge of a second adult ensures transparency and accountability, protecting both the child and the staff involved.

Staff are encouraged to promote independence by guiding children to do as much for themselves as possible. Whether it is managing clothing, wiping, or handwashing, children are gently supported to develop these self-care skills at their own pace. This approach builds confidence, encourages responsibility, and aligns with the EYFS goal of fostering independence in early childhood.

4. Parental Consent and Responsibility

Parents are required to complete and sign a Toileting Support Consent Form upon enrolment (see Appendix A). This form outlines how toileting is supported within the EYFS setting and ensures parents fully understand and agree with the school's procedures, particularly in relation to how toileting accidents are managed. It also reinforces the shared responsibility between home and school in supporting children's personal care and hygiene routines.

While staff are available to provide support where necessary, it is an expectation of the International School of Creative Science – Bahrain that, prior to starting school, children are fully toilet trained. This includes being able to recognise when they need to go to the toilet, independently manage their clothing (pulling pants down and up), wipe themselves effectively after using the toilet, and wash and dry their hands properly.

Developing these essential skills at home before entering the school environment helps ensure that children are confident, comfortable, and ready to participate fully in school life.

To support this process and prepare children for a more independent toileting routine at school, parents are strongly encouraged to begin toilet training well in advance of the school start date.

The school recognises that children may be at different stages of development, and staff will work with families to provide guidance where needed; however, it is primarily the responsibility of the parent or guardian to ensure their child is toilet trained before entering the EYFS setting.

In addition, parents must provide a complete change of clothes in their child's school bag each day, including underwear and socks. This allows for a quick and discreet change in case of any accidents, ensuring minimal disruption to the child's day.

By working in partnership with families and clearly outlining expectations, the school aims to create a supportive, hygienic, and respectful environment that promotes children's independence, self-care, and overall well-being.

6. Promoting Independence and Self-Care Skills

ISCS Bahrain fosters children's autonomy in line with EYFS goals:

- Children are taught how to manage clothing, flush toilets, and wash hands effectively.
- Staff use encouragement and praise to promote self-confidence.
- Visual aids and step-by-step instructions are displayed in toilet areas.
- Activities and routines in class reinforce personal hygiene and independence.

7. Safeguarding and Hygiene

- Toileting is considered a sensitive area under our safeguarding policy.
- Any concerns related to toileting behaviours, frequent accidents, or potential safeguarding issues are reported immediately to the Designated Safeguarding Lead (DSL).
- Toileting areas are cleaned and disinfected regularly throughout the day.
- Disposable items are used where possible, and waste is disposed of in accordance with school hygiene policy.

8. Links to the EYFS Framework

This Toileting Policy is firmly rooted in the principles and learning goals of the **Early Years Foundation Stage (EYFS) framework**, which guides early education settings in supporting the holistic development and well-being of all children. It addresses several key areas of learning and development, as well as safeguarding and welfare requirements, ensuring children are supported not only in their academic progress but also in their physical, emotional, and personal growth.

Personal, Social and Emotional Development (PSED)

Toileting is a significant aspect of a child's personal development and self-esteem. By encouraging children to take responsibility for their own toileting needs, the school helps foster a sense of independence, self-awareness, and body confidence. Learning to manage personal hygiene routines also builds resilience and helps children feel capable and secure in a group setting. Sensitive, respectful support from staff during accidents or challenges ensures that children feel safe, respected, and emotionally supported.

Physical Development

Toileting contributes directly to physical development by helping children build the fine and gross motor skills needed to manage clothing, clean themselves, and wash their hands effectively. These everyday self-care tasks require coordination, balance, and hand-eye control. In addition, children develop an understanding of bodily awareness and the importance of

staying clean and healthy. Promoting these routines in a structured, age-appropriate way supports children in developing lifelong healthy habits.

Safeguarding and Welfare Requirements
The EYFS framework requires schools to safeguard and promote the welfare of all children, and this includes ensuring that toileting is managed in a way that is safe, hygienic, and respectful. The policy outlines clear procedures for intimate care, maintaining children's dignity and privacy, and ensuring staff are trained and supported in following best practice. Proper record-keeping, hygiene protocols, and parental communication all contribute to a safe environment where the well-being of every child is prioritised.

EYFS Statutory Framework (2024):
"Children must be supported in developing independence in managing their personal needs, including feeding, toileting and dressing."

This policy directly supports that statutory requirement by providing structured opportunities for children to practise and gain confidence in managing their own toileting needs. **It also ensures that any assistance provided is developmentally appropriate and focused on fostering autonomy, not dependence.** In doing so, the school prepares children not only for the rest of their EYFS journey but also for the expectations of Key Stage 1 and beyond.

By integrating toileting into the wider context of the EYFS framework, the International School of Creative Science – Bahrain affirms its commitment to providing a nurturing, supportive environment where every child can develop independence, responsibility, and a strong foundation for lifelong learning.

9. Monitoring and Review

- The toileting policy will be reviewed annually or as needed.
- Feedback from staff and parents will be used to improve practices.
- Compliance checks and hygiene audits will be conducted regularly by EYFS leadership and health and safety officers.

Appendix 1: EYFS Toileting Support – Parental Consent

Student Information:

Full Name		Date of Birth	
		Year/Class	

Details:

At the International School of Creative Science – Bahrain, we are committed to supporting children in developing independence and confidence in managing their personal care, including toileting.

As part of our school readiness expectations, all children entering the Early Years Foundation Stage (EYFS) must be fully toilet trained before starting school. This means children should be able to recognise when they need to use the toilet, manage their own clothing, wipe themselves properly, and wash their hands independently.

By signing this form, parents acknowledge and agree to this requirement and confirm that their child meets the expectations outlined above.

In addition, this form gives permission for trained EYFS staff to offer discreet support in the event of a rare accident, including helping the child change clothes and clean themselves where permission is given.

Emergency Contacts:

Parent/Guardian Name		Relationship to Student	
		Contact Number	

I understand the information above:

Parent/Guardian Signature: _____ Date: _____

Note: This form must be completed and signed by the parent or legal guardian and submitted to the School Registration Department. Please note that full toilet training is a prerequisite for admission to the Early Years Foundation Stage (EYFS). If a child begins school and is not fully trained, parents may be asked to keep the child at home for a designated period agreed upon with the school, to allow time for toilet training to be completed. In cases where a child is still not toilet trained after this period; the school reserves the right to withdraw the child's place.