

DIAPERING AND TOILETING ACCIDENTS POLICY

This circular will remain in effect unless rescinded or superseded by a subsequent version

BACKGROUND

Toilet training typically occurs between 18 months and 3½ years of a child's developmental stage.

Individuals with disabilities may face more significant obstacles with toilet training than persons without diagnosed disabilities. This may be partly due to the individual's challenges with communication, medicines, social interaction, sensory sensitivity, or making changes in their routine.

Even for individuals without disabilities, toilet training can present both the caregiver and child with obstacles to immediate success, and most children will continue to have toileting accidents well beyond the time they stop wearing diapers.

POLICY STATEMENT

The Boston Public Schools acknowledges that toileting procedures should be planned based on individual children's needs and be culturally appropriate according to the children's families' needs and beliefs. The Boston Public Schools staff will be aware of the diverse styles of toileting students due to cultural or religious practices. Program staff will use a variety of formal and informal strategies (including conversations) to become

acquainted with and learn from families about their preferred child-rearing practices, including toilet training.

The Boston Public Schools will be aware of and accommodate the need to maintain privacy for toileting and dressing.

Boston Public Schools staff will interact in a positive manner during toileting procedures and support students in developing their self-help in this area.

DIAPERING PROCEDURES

Toileting accidents and diaper changing will ONLY be handled by a classroom teacher, classroom paraprofessional, and/or other adult designated by the school principal. Parents will not be required to change diapers and volunteers will not change diapers and/or assist with toileting at the school site during school hours.

Each school year, the principal will complete and sign off on a form that states in writing who is designated to help students with toileting and changing diapers and who will help children with toileting accidents (see attached form).

It is not the responsibility of the school nurse to assist with toileting and diaper changes, except for caring for students who have an ostomy/colostomy, require urinary catheterization, or have other genito-urinary diagnosis.

Staff will follow these diapering procedures:

- Staff to assess children for signs that diapers or pull-ups are wet or contain feces at least every two hours when children are awake and when children awaken from a rest period.
- Diapers are changed when wet or soiled.
- Children wearing cloth or disposable training pants and children who have accidents.
- Changing should be initiated within 5 minutes of discovery that they are wet or soiled unless circumstances clearly make it unreasonably difficult to do so.
- Staff will change children's diapers or soiled underwear in the designated changing areas and not elsewhere in the facility.

In the changing area, staff post and follow these procedures for changing diapers or pull-ups:

- At all times, caregivers have a hand on the child to ensure safety is maintained when the child is being changed on an elevated surface.
- Bring supplies (e.g., clean diaper, wipes, diaper cream, gloves, plastic or waterproof bag for soiled clothing, extra clothes) to the diapering/changing area.
- Diaper cream (provided by the family): if used, dispense it onto a tissue and/or cotton ball and cover the diaper changing surface with disposable liner (paper or chuck).
- Put on gloves.

- Changing table, if used: place the child on a diapering surface and unfasten diaper. Keep one hand on the child at all times.
- Clean the child with disposable wipes. Always wipe front to back.
- Keep soiled diapers/clothing away from any surfaces that cannot be easily cleaned.
- Securely bag soiled clothing.
- Place used wipes in the soiled diaper or pull-up.
- Put the soiled diaper/pull-up into two plastic bags and tie up the bags.
- Discard the bags with the soiled diaper/pull-up and wipes in the covered trash can.
- Remove and discard gloves.
- Apply diaper cream, if needed, with a tissue and/or cotton ball or a freshly gloved finger.
- Put on a fresh diaper or help the child put on a fresh pull-up or clean clothes.
- Help the child to get dressed. Wash the child's hands with soap and water and place them in a safe, supervised area.
- When a diaper changing table is used:
 - Remove liner from the changing surface and discard in the trash can.
 - Wipe up any visible soil with damp paper towels or a baby wipe.
 - Clean the entire surface with disinfectant.
 - Wash your hands with soap and water.

RESOURCES

- BPS Department of Early Childhood
- BPS Department of Special Education
- [NAEYC Early Learning Program Accreditation Standards](#)

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Mary Skipper, Superintendent

**Adults Designated to Change Diapers, Assist Students with
Toileting, and/or Assist Children with Toileting Accidents**

School:

School Year:

Name 1:

Position:

Name 2:

Position:

Name 3:

Position:

Name 4:

Position:

Principal Signature:

Date: