Toileting Policy

Kids Church and Wavemakers

Effective December 2024

To ensure the safety of children and minimise disruption during sessions, the following toileting policy applies for both Sunday Kids Church and Thursday Wavemakers:

Before the Session Begins

Parents/carers are encouraged to ensure children use the toilet before the session starts. This helps reduce the need for toilet breaks during activities.

During the Session

1. **Initial Request:**
   If a child requests to use the toilet during the session, leaders are encouraged to ask the child to wait five minutes and reassess their need. Often, this request may stem from boredom rather than necessity.
2. **Confirming the Need:**
   A leader will assess the situation if the child confirms they need to use the toilet after the wait. If deemed necessary, the following procedure must be followed:
   - **Supervision Requirement:** Two adults must always be involved.
   - **Designated Facility:** The disabled toilet will be used exclusively.

Toileting Procedure

- **Positioning of Leaders:**
  - **Thursday Wavemakers:**
    - Leader 1 remains at the door between the main church and Room 1. This position allows them to monitor the group and observe Leader 2.
    - Leader 2 escorts the child to the toilet corridor, ensuring the child remains in the corridor while they check the disabled toilet is unoccupied. Leader 2 then supervises from a position near Room 2, maintaining the visibility of both the child and Leader 1.
  - **Sunday Kids Church:**
    - Leader 1 stands at the kitchen entrance, overseeing the group and monitoring Leader 2.
    - Leader 2 checks the disabled toilet for availability and supervises the child from the corridor near the toilet.
    - If only two leaders are present and the toilet cannot be checked safely, this process may need to be postponed unless it is an emergency.
    -
- **Use of Main Toilets:**
  If the disabled toilet is unavailable and the child is in urgent need, they may use the main toilets. Leaders will ensure appropriate safeguarding by maintaining visibility of the child's location without entering the toilet.

Leader Guidelines

- **No Entry Policy:** Leaders must not enter the toilet with a child under any circumstances.
- **Safeguarding Priority:** Maintaining the child's dignity, privacy, and safety while adhering to safeguarding best practices is paramount.