Toileting/Emergency Issues Policy

Values:
faith, service, justice, love, respect, care

Preamble:
St Michael’s School is a Catholic Community which nurtures students in the faith of Christ and assists them in their total development. Our school has the obligation to respect, love and care for students in all situations where they need a staff member’s support.

Policy:
St Michael’s School staff members make every effort to ensure that the pastoral needs of students are catered for. Staff must also be aware of the need to have support from another staff member in some situations which may place them at risk of allegations of impropriety.

Procedures

1. All staff need to be aware of their obligation to assist a student who is in need or distressed, and of the need to help that child in a caring manner.

2. All staff also need to ensure that they assist a student who has had a toileting problem or other emergency issue, such as vomiting, by calling upon the assistance of another staff member.
   - A second staff member is required to ensure that no allegations may be made against you in your endeavour to assist a student.
   - It may be necessary for a teacher to call for assistance from the office, so as to leave your co-teacher in charge of the class whilst you deal with the emergency.

3. If for any reason you are required to enter the toilets of a student of the opposite sex, it is recommended that you take another staff member with you or if not possible ensure that there are no other student’s in the toilets prior to entry. It may be best to assist a student by utilising the disabled toilet.

4. Students who need to use the toilet during class time, must be accompanied by another student.