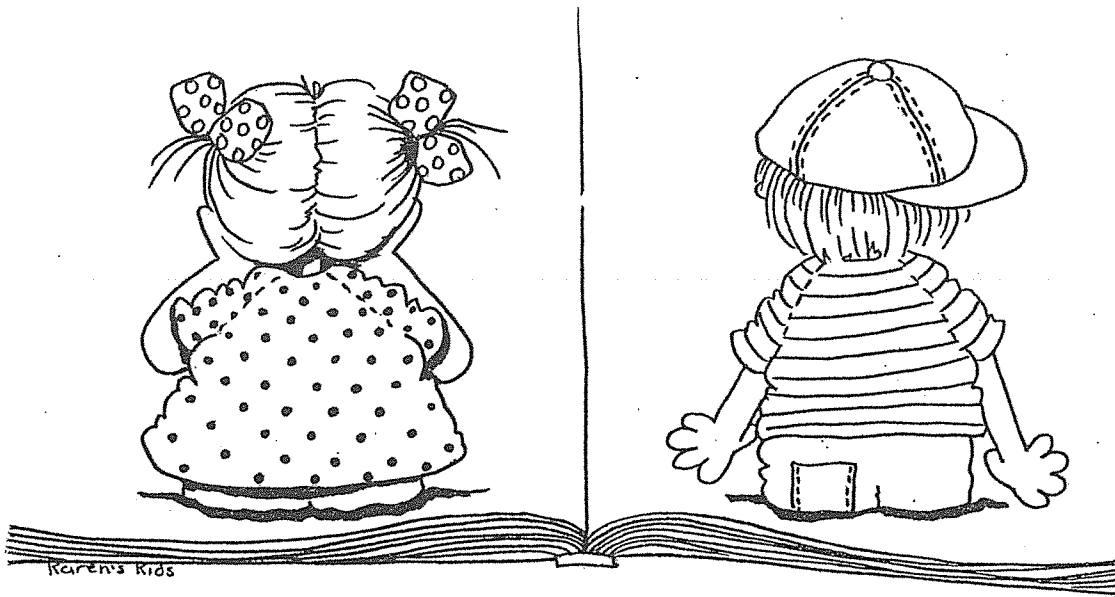


# Little School of the West



## Potty Training Policies and Handbook

Dear Parents,

The administration and teachers of Little School of the West are honored to partner with you in the education of your child. Potty training is a big step for any child. We would like to take the time to answer some commonly asked questions regarding potty training. This handbook includes helpful hints and school policies that we believe will help make potty training a more pleasant experience for children, parent and staff.

Sincerely,

Deborah Hagen

### Is My Child Ready?

The following are some guidelines for recognizing when your child is ready to start the process of potty training:

1. A child who is ready to potty train will possess the language skills to tell you when he needs to go.
2. A child who is ready to potty train will remain dry for longer periods of time (usually 2-3 hours).
3. A child who is ready to potty train will begin to tell you that he has already soiled his diaper and may show signs of discomfort when his diaper is soiled.
4. We do NOT recommend starting potty training at the same time as another major life event such as the birth of a sibling, moving or starting school. We suggest introducing potty training many weeks before or after another major life event.
5. A child who is ready to potty train will show interest in going potty in the toilet.

In our experience, it is important to wait until a child is developmentally ready (both physically and cognitively).

## How Do I Start?

1. When you feel that your child is ready to begin potty training, it is very important to talk with your child and tell him that he is not going to wear diapers any more.
2. It is a good idea to get a small, child size potty seat to use at home.
3. When starting potty training, it is important to bring your child to the potty HOURLY (and shortly after eating or drinking) and stay with them as they sit on the seat. Take your time and make it fun! Sometimes a child needs to sit on the potty for 5 -10 minutes before they go. You may want to read a book to him or sing as you wait.
4. Never punish or shame your child for having an accident. Positive reinforcement works well, such as rewarding with stickers or stamps each time he goes in the toilet.

## What Do I Need to Bring to School?

When you think your child is ready to potty train, be sure to communicate this with your child's teacher and other staff.

1. It is important to dress your child in clothing that is easy for them to get on and off. We suggest elastic waist bands on shorts or pants and dresses for girls. Please do not bring your child dressed in overalls or belts. Avoid zippers, buttons, etc.
2. Each day your child comes to school, please provide at least 3 changes of clothes.

Include:  
underwear  
pants/shorts  
socks  
and shirts.

In addition, please provide an extra pair of shoes.

Please note: PULL-UPS are not to be worn at school. We have found that they are ineffective and deter the potty training process. We suggest ONLY at naptime and overnight.

## What Do I Do If My Child Isn't Responding to Potty Training?

If after 3 - 4 weeks of potty training your child is having more than 2 - 3 accidents in a day, you may want to consider going back to diapers for a while. However, this is a decision that should not be made lightly. You should consider your child's individual personality in this decision. If you feel that it would confuse your child, it is better to keep him in underwear. Eventually, he will get it!

### SCHOOL POLICIES CONCERNING A CHILD "IN THE PROCESS" OF POTTY TRAINING:

1. When a child begins potty training, the staff of Little School of the West will monitor the child's progress by filling out "Potty Trackers" each day. These notes will be sent home.
2. If a child has consistent numerous accidents after trying to potty train, the school will take the child off the "potty tracker" list until the child shows sign of being ready to try again.
3. We will consider a child eligible to be enrolled in a potty-trained class when he is self-sufficient when going to the bathroom. The child must be able to initiate going to the bathroom on his own and be able to tell the teacher when he needs to go. In addition, the child must be able to wipe himself and pull his pants up and down on his own.
4. If a child enrolled in a potty-trained class has multiple accidents in a week, we will monitor the child every hour and we will document his progress. If he continues to have multiple accidents, the school will determine (we reserve the right to make that determination) and consider him non-potty trained student and the corresponding tuition fees will apply.
5. We will not begin to potty training a child who is wearing a diaper or pull-up. Children who are potty training must come to school in underwear.

# Little School of the West

## Potty Training Policies

I have read the attached Potty Training Policies and Handbook and agree to the policies therein.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_