Dear Parents,

Potty Training is a **huge** milestone for you and your child. If your child is truly ready to train, mastery will take only a few weeks. We want this to be a successful time for your child, so it is important that we partner together.

Children that are ready to train (further clarification at the end of document):
- Tell the adult they have to go potty *before* they have to go.
- Independently pull down their underwear and pants and get them back up without assistance.
- Wipe themselves after using the toilet.
- Get on/off the potty by themselves.
- Wash and dry their hands.
- Return to the classroom without instruction

**After reading the above, do you feel that your child is ready?**

If so, teaching staff can assist in creating a potty training plan to be used at home and at school. Consistency among all environments is required for effective training.

Alternating between pull-ups and cloth underwear can be confusing for the child. A decision must be made and should remain consistent throughout the toilet training process and in all environments (i.e. classroom, and home). **We will not allow traditional diapers to be worn.**

Clothing needs to be easy for the child to manage independently. Clothing such as tight snaps, belts, tight leggings, one piece jumpsuits, and overalls can be difficult for children to manage on their own and should not be worn.

Families are to provide: Two (2) changes of clothing, including socks, an extra pair of shoes, wipes and pull-ups/underwear when possible. Pull-ups should be worn temporarily and then transitioned to cloth underwear.

In the event of an accident:
- Your child will be taken to the restroom,
- Asked to disrobe,
- Wipe themselves and
- Place their soiled clothing in a bag.
- The child will then redress themselves

Staff will supervise. The child is never left alone in the restroom.

- Should a feces accident occur, staff will lie your child down on a changing pad and diaper the child.

Upon signing your child in for the day, the Parent/Guardian must take the child to the restroom. Scheduled toileting will consist of staff taking your child into the restroom, directing the child to pull down his/her own undergarments and sit on the toilet. Your child may be asked to sit for up to two minutes.
During toilet training my child will wear:

- Pull-ups (temporarily)
- Cloth underwear

Parent Consent:

I understand toilet training is my responsibility and the preschool staff are assisting, as a courtesy.
I understand that setting up regular toileting times is important for my child's success at home and at school.
I understand that it is the responsibility of the person bringing my child to school to toilet him/her upon entry into the preschool classroom.
I understand that my child's undergarments must be clean and dry when he/she is left in the preschool classroom.
I understand that I must provide undergarments and any other necessary items for my child's toileting (wipes, extra clothes, etc) when possible.
I understand that during this process, staff will be assisting my child in the restroom.

___________________________________  __________________________________
Parent Signature  Parent Signature

___________________________________  __________________________________
Teacher Signature  Administrator Signature

Verbal Stages of Readiness
Basic verbal skills: The child is able to speak in three to four word sentences
Stage 1 The child tells you he/she is wet, recognizes when he/she is wet.
Stage 2 The child tells you he/she is wetting, recognizes the sensation of being wet.
Stage 3 The child tells you he/she will wet, can control him/herself and uses the potty.

Physical and Psychological sign of readiness
1. Stays dry for a long period of time
   a. The child is able to “hold” his/her urine and bowel movement.
2. Can recognize when the pull-up is wet or soiled.
3. Has bowel movement at regular times
4. Can undress and pull up his/her own pants (Important because this is the work of the child not the caregiver)
5. Initiates interest in using the potty and asks to wear underwear.
6. Wants to be independent which is very important for the learning process.
7. Child is emotionally ready and is open to learning
   a. Is the child generally cooperative?
8. Can follow three and four step instructions
9. Can use consistent words or gestures to communicate.
10. Can physically get to the potty and sit on it without help.
11. Must show a willingness to want to sit on the potty and understand its function.