

POLICY

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SUBJECT: TOILET TRAINING

The Board of Education expects that children enrolled in the Massena Central School District will be toilet trained prior to admission. However, children who are not toilet trained cannot be excluded from enrollment or attendance. Therefore, it is important for District administration and staff to develop a plan to support families whose children continue to have incidences of incontinence (loss of control of bowel or bladder).

Toilet Learning

Toileting is a skill that must be learned by the child. Some children are quick to master the process while others require more time and patience. The district should collaborate with the family in development of a plan that supports the child using the toilet independently. This includes the establishment of vocabulary words and a routine that can be used consistently at both home and school.

Classroom Guidelines

- a. Build bathroom times into the classroom schedule so a consistent routine is established while still allowing children to use the bathroom on an as needed basis, especially those who are being toilet trained.
- b. Check in with children who are being toilet trained frequently rather than depending on them to tell the adult. This will remind the child to use the toilet facilities before an accident occurs.
- c. Read books and have them available on the book shelf about toilet learning.
- d. Be encouraging to the child. When there is an accident talk to the child about what happened in a non-shameful way.
- e. Decide who will change the child when there is an accident so as not to disrupt the classroom routine.
- f. Provide praise and support for the child's efforts.

Sanitation and Safety

- a. Child size toilets or modified toilet seats with step stools are recommended. Potty chairs are not recommended for use in a preschool classroom setting because sanitary handling of bodily fluids is difficult.
- b. For guidance on appropriate diapering and hand washing procedures, refer to the local county health department or the Office of Children and Family Services (OCFS).
- c. Equipment used for diaper changing needs to be appropriate to the size of the child. Diaper changing equipment (e.g. table or pad) should be cleaned after each use with approved green cleaners in accordance with school policy; or per OCFS guidance.

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- d. Wet or dirty clothes should be placed in a plastic bag that can be sealed tightly and stored out of reach of children until sent home to be laundered. Rinsing children's clothing or laundering soiled clothing at school is discouraged because it provides an opportunity to contaminate hands and other surfaces.
- e. Each child should have one or more sets of extra clothes available. Parents may need to be reminded to send in a replacement set of clothing each time that the child has a toileting accident.

Other Considerations

Parents of children with developmental delays cannot rely on the typical timelines for guidance about toilet training. There may also be social, emotional, or medical issues which could impact the child's progress. As appropriate, the child may be referred to the family physician, counseling, or Committee on Special Education for additional guidance.

NYSED Office of Early Learning Memorandum, "Guidelines for Supporting Toilet Learning", March 11, 2016.

Adopted: 12/1/16