

## NEW LEAF PREP ACADEMY

# Toilet Training Policies

### Junior Kindergarten & Kindergarten

All toileting accidents will be recorded on the Studio Toileting Accident Log by the studio teacher. Students entering 3-year-old and 4-year-old Kindergarten must be fully potty trained to begin in the program. Accidents will be recorded and may impact current or future program placement. If a child is 5 years old and still not potty trained they should be seen by a doctor.

- If necessary, the parent/guardian will be contacted for assistance with changing.
- The parent/guardian will be contacted to pick up the student for a more thorough cleaning after one soiling or two urinary accident(s). Your student may return to school to complete the rest of the day once that has been completed.
- Staff is not allowed to assist students in restrooms. The Department of Public Instruction also states that a child should never be allowed to change/bag their own clothes.
- If no clothing is available for the student that requires changing, administrative staff is to contact the parent/guardian to request clothes be brought to the school for their child. The student is to remain in class, to the extent possible, while waiting for clothing. When the child is unable to remain in class they are to wait in the office.
- Parents/guardians have been informed that no additional clothing is available except what they have provided for their individual student. Recommended clothing amounts to be on campus are outlined as supply items on the supply list. If students come home in a change of clothes it is the parents responsibility to send back clean clothes in their place to maintain spare clothing availability at school.
- While doing our best to meet the needs of individual students, it is important to understand we have an obligation to meet the needs of all students in attendance. Staff supervision at restrooms is not available for students who require toileting assistance for non-medical related conditions as it interferes with the training and educational process.
- Parents of any student who accumulates 3 toileting accidents during a single school year will be asked to attend a conference to determine possible underlying causes or changes in studio placement, or to identify a program that could be a better fit.