

**Potty Policy**

In the Little Learners Preschool, LLP, parent handbook, we state that our potty policy is that all students 3 years old and up must be potty trained.

Classrooms, other than our 2’s classes, are not equipped with changing stations, gloves, liners, etc. that are required by state licensing to be used when changing diapers.

Additionally, the 3’s classrooms, Pre-K and TK classrooms have more children enrolled than the 2’s classrooms. With the increased number of children in the classroom, it is too difficult for the teacher to attend to a child who has had an accident in the potty as they would be leaving the other children unsupervised or need to call to have a second person in the room. We do have float staff per age group, but there is not a second staff member in the classroom at all times.

While we do want to work with our families and students on potty training, to be in compliance with state regulations and in considering what is in the best interest of the classroom, we can not allow children who are not potty trained to stay in the 3’s or older classrooms.

**The following is LLP’s procedure for potty accidents:**

-First Accident: Director or Assistant director will tend to the accident and inform parents
-Second Accident: Director or Assistant director will tend to the accident and inform parents
-Third and Recurring Accidents: The parent will be called to come up and change the child, and will be asked to review and sign off on the potty policy as stated above with the Director and/or Assistant Director
\*In the instance of ongoing recurrent accidents, the Director reserves the right to ask that the child to be kept home until the potty training is successful.

All of our staff members are parents themselves, and we do understand that potty training can be a lengthy process. Please be assured that our policy is not to exclude potential students, but rather to ensure that state regulations are being followed and all students in the classrooms are being well attended to and supervised.

We appreciate your understanding in this matter. If ou have any questions, please stop by the office, call or email.

Thank you,
Courtney Dorran, Director
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