



DEARBORN HEIGHTS MONTESSORI CENTER

TOILETING AND CLOTHES-CHANGING POLICY & PROCEDURES

TODDLERS (18 months-3 years):

Children enrolled in the DHMC Toddler classes do not need to be toilet trained; toilet learning is part of the program. Each child has his or her own supply of diapers and wipes, provided by parents and kept in a special basket. Children carry the basket with them to the lavatory, where child-size toilets, low benches, and low sinks for handwashing facilitate the learning process. Children are always accompanied to the lavatory by an adult, and are assisted as needed with changing (usually standing) and toileting.

AGES 3-6 & EXTENDED DAY KINDERGARTEN

Children attending DHMC preschool/kindergarten classes must be toilet trained, and should come to school wearing regular underwear (no diapers or pull-ups). However, small children sometimes have accidents or need to change clothes, and the following procedures apply:

- Children receive lessons on toileting procedures, including how to ask, how to flush, handwashing, etc. This is a focus both in classrooms and day care. Early in the school year, small groups are escorted to the lavatories for “bathroom lessons.” Children enrolling later in the year receive similar lessons.
- Children need to be able to take care of their own toileting. Staff are not allowed to touch children’s “private parts,” although they will always offer supplies or verbal assistance to a child.
- Staff are never alone in the lavatories with children. In emergency situations, a second staff member is called. In extreme situations, parents may be contacted.
- If a child needs to change clothes because of an accident or a spill of some kind, this can be done in the lavatories within view of the door, or in an area of the classroom that allows some privacy but does not isolate staff and children. This also applies to water/swim days during the summer.