Checklist for using the toilet

Here is a list of the main steps for using the toilet.

Can your child do any of these steps?

Tick ✓ the steps your child can do.

This will help you know what your child can do.

Then start with the step your child cannot do. For example pull her pants up and down.

☐ Knowing she needs to go

☐ Pull pants down
- Sit on toilet
- Wee in toilet
- Poo in toilet
1. Wipe bottom
2. Pull pants up
3. Flush toilet
4. Wash hands
Knowing she needs to go is the last step your child will learn.

Use these pictures when you are teaching your child to use the toilet.

You can get more copies of these pictures from your support worker or at  www.continencevictoria.org.au
Step 1 Getting ready

In this step you will be teaching your daughter how to sit on the toilet.

- Let your child watch you in the toilet
- Explain what you are doing

You may need a special toilet seat and a foot stool. This equipment helps your child to sit on the toilet safely.

Toilet insertion seats, potty chairs or toilet frames are different types of special toilet seats.

Ask your support worker how to get the right seat for your child.

Use the seat each time your child sits on the toilet.

At nappy change time

- Take her nappy off and sit her on the toilet
- At first she may only sit for a few seconds
- Give your child a toy to help her sit longer on the toilet
- Keep this toy only for the toilet
- You want your child to sit happily on the toilet for 2 minutes
Step 2  Before you put your child into underpants

This step is about the things you need to do just before you take your child out of nappies.

Pick the day you will start toilet training.

Your child should be able to sit on the toilet for 2 minutes. She needs to sit 3 or 4 times during the day.

Tell your child what is going to happen

• Wee and poo are now to be done in the toilet
• No nappies during the day
• Nappy is only for night time just before bed

Be prepared for accidents with wee and poo

Your child will wet or poo her pants when she first starts toilet training.
Be prepared for accidents with wee and poo

- Have 6 pairs of clean underpants each day
- Have clean clothes in the bathroom
- Have wipes in the bathroom
- Always do the same routine

Here is what to do when your child wets or poos her pants

- Do not make a fuss
- Take your child to the bathroom
- Remove wet clothes
- Clean her bottom
- Put on clean clothes
- Take your child back to what she was doing
Step 3  Teaching your child to use the toilet for wee and poo

This step you will be teaching your daughter how to use the toilet.

Take the nappy off.

Dress your child in clothes that are easy to pull up and down.

Track suits, pull up pants and shorts with stretchy waists are good.

Take your child to the toilet every 2 hours.

Say to your child ‘Toilet time’.

Remind her of each step

• Pants down
• Sit on toilet
• Wee/poo in toilet
• Wipe
• Pull up pants
• Flush toilet
• Wash hands

Let her sit for up to 2 minutes but no longer.
Use the pictures on page 20 to remind your child of what to do. You may want to put the pictures next to the toilet.

For the first 2–3 days stay at home to get the routine in place.

Keep to the routine until your child is doing wee in the toilet.

**Using toilets when you are out**

Do not stop going out because of your toilet training routine.

It is important for your child to use lots of different toilets

- Take your child’s special toilet seat out with you
- Use the parent room toilets or the disabled toilets when you can
- Sometimes public toilets are dirty. Take some wet wipes so you can clean the seat first

Talk to your support worker after 4 weeks of doing this step.
Knowing she needs to go

Pants down

Sit down

Wee in toilet

Pull pants up

Check paper

Flush toilet

Poo in toilet
Step 4  Teaching your child to wipe her bottom

In this step you will be teaching your daughter how to wipe her bottom.

Make sure your child can get the toilet paper.

Place your hand over hers to help her at first. Keep helping her until she gets the hang of it.

Use these prompts.

- Pull down the paper
- Tear off the paper
- Roll paper into hand
Reach to bottom

Wipe from front to back

Check if paper is clean

Drop paper into toilet
Use the pictures on page 21 to remind your child of what to do.
You may want to put the pictures next to the toilet.

- Keep wiping with fresh paper until it is clean
- Flush toilet
- Wash hands
Check paper
Get toilet paper
Tear paper off
Wipe bottom front to back
Flush toilet
Put paper in toilet
No poo
Wash hands
Put paper in toilet
Flush toilet
Wash hands
Get toilet paper
Tear paper off
Wipe bottom front to back
Check paper
Knowing she needs to go
Pants down
Sit down
Wee in toilet
Flush toilet
Pull pants up
Check paper
Poo in toilet
Poo in toilet
Check paper

Wipe bottom front to back

Tear paper off

Get toilet paper

Put paper in toilet

No poo

Wash hands

Flush toilet

Wash hands