

# TOILETING LOG

## EDITABLE

Track toileting attempts, independence, and success. Fillable PDF with daily schedule, daily log, accident and success tallies, weekly and monthly summaries, a progress graph, independence tracker, prompt bank, and home communication page. Fillable PDF.

### SETUP Daily Toileting Schedule

What times each day toileting is offered, where, and whether it is prompted (adult reminds), scheduled (adult brings the student), or the student goes independently. Fill this in September and it drives the rest of the log.

STUDENT SCHOOL YEAR DATE FILLED

| TIME OF DAY | LOCATION (B/N/C/O: SEE CODES ON PAGE 4) | HOW OFFERED (P/S/I: SEE CODES ON PAGE 4) | NOTES OR SPECIAL INSTRUCTIONS |
|-------------|-----------------------------------------|------------------------------------------|-------------------------------|
|             |                                         |                                          |                               |
|             |                                         |                                          |                               |
|             |                                         |                                          |                               |
|             |                                         |                                          |                               |
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|             |                                         |                                          |                               |
|             |                                         |                                          |                               |

### DAILY Daily Toileting Attempt Log

One row per attempt. Time, student initiation or adult-prompted, location, outcome (success, accident, partial, or refused), and notes.

STUDENT DATE TIME DONE (WRITE AT END OF DAY)

| TIME | LOCATION (B/N/C/O) | HOW STARTED (P/S/I) | OUTCOME (S/A/R/P) | NOTES |
|------|--------------------|---------------------|-------------------|-------|
|      |                    |                     |                   |       |
|      |                    |                     |                   |       |
|      |                    |                     |                   |       |
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|      |                    |                     |                   |       |
|      |                    |                     |                   |       |

### WEEKLY Weekly Toileting Summary

One student, one week. Total attempts, successes, accidents, success rate (percent), and level of independence (how many were initiated by the student).

STUDENT WEEK OF TOTAL ATTEMPTS COMPLETED BY

| DAY | SUCCESSSES (S) | ACCIDENTS (A) | PARTIAL (P) | REFUSED (R) | TOTAL | SUCCESS RATE % |
|-----|----------------|---------------|-------------|-------------|-------|----------------|
|     |                |               |             |             |       |                |
|     |                |               |             |             |       |                |
|     |                |               |             |             |       |                |
|     |                |               |             |             |       |                |
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|     |                |               |             |             |       |                |
|     |                |               |             |             |       |                |
|     |                |               |             |             |       |                |

### MONTHLY Monthly Toileting Progress

Four weeks of data. Each week's totals, month total, month success rate, and trend (improving, stable, declining).

STUDENT MONTH / YEAR COMPLETED BY

| WEEK | ATTEMPTS | SUCCESSSES | ACCIDENTS | SUCCESS RATE % | TREND (I / S / D) | NOTES |
|------|----------|------------|-----------|----------------|-------------------|-------|
|      |          |            |           |                |                   |       |
|      |          |            |           |                |                   |       |
|      |          |            |           |                |                   |       |
|      |          |            |           |                |                   |       |
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|      |          |            |           |                |                   |       |
|      |          |            |           |                |                   |       |
|      |          |            |           |                |                   |       |
|      |          |            |           |                |                   |       |
|      |          |            |           |                |                   |       |

### FAMILY Home Toileting Report

One week at a time. Successes this week, accidents, what we are working on, and what to try at home.

STUDENT WEEK OF FROM (TEACHER NAME)

What went well this week

Attempts: \_\_\_\_\_ Successes: \_\_\_\_\_ Accidents: \_\_\_\_\_

Times/locations of accidents this week

### EXAMPLE One Student, One Week, Filled In

An invented kindergarten. Every number is made up; every total is added on the page so the arithmetic can be checked.

Weekly log (page 8) — Maya, age 5, learning toileting (invented)

Maya's schedule: Bathroom after breakfast at 7:30, before snack at 10:00, after lunch at 12:00, before home at 2:30. How started: Mon-Thu all P (prompted). Notes: Wednesday's 1 P refused = R.

| DAY       | SUCCESSSES (S) | ACCIDENTS (A) | PARTIAL (P) | REFUSED (R) | TOTAL | SUCCESS RATE % |
|-----------|----------------|---------------|-------------|-------------|-------|----------------|
| Monday    | 5              | 2             | 0           | 0           | 7     | 71%            |
| Tuesday   | 2              | 1             | 1           | 0           | 4     | 50%            |
| Wednesday | 3              | 0             | 0           | 1           | 4     | 75%            |
| Thursday  | 2              | 0             | 0           | 0           | 2     | 100%           |
| Friday    | 0              | 0             | 0           | 0           | 0     | -              |
| Saturday  |                |               |             |             |       |                |
| Sunday    |                |               |             |             |       |                |

Math check: Row totals:  $7+2+1+2 = 12$  ✓. Successes:  $5+2+3+2 = 12$  ✓. Accidents:  $2+1 = 3$  ✓. Partial:  $1$  ✓. Refused:  $1$  ✓. Success rate =  $12 \div 17 = 70.6\%$  ✓.

# How the Toileting Log Works

Six pages carry the data collection each day; the rest are the summaries and the evidence. Set up the schedule once and the log runs on five minutes a day.

| WHEN                         | PAGE                                  | WHAT GETS WRITTEN                                                        |
|------------------------------|---------------------------------------|--------------------------------------------------------------------------|
| After each toileting attempt | Daily log (6), tallies (7)            | Time, location, how it started, outcome; a tally for success or accident |
| Every Friday                 | Weekly summary (8), tallies (7)       | Total attempts, successes, accidents, success rate, independence count   |
| Every month                  | Monthly summary (9), tracker (10)     | Four weeks copied from the weeklies, month rate, trend                   |
| Every quarter                | Graph (11), independence tracker (12) | Plot the month rates; notice if prompted attempts are dropping           |

## What this file is not

Not a toilet-training method or a behavioral procedure. This is the working paper that records what happened. Your district's toileting protocol goes on page 3 (the blank line). Every strategy and every rule stays yours.

## The three habits the file assumes

- ☐ The daily schedule (page 5) is filled from the student's IEP before the first attempt.
- ☐ Every attempt is written down the same day, within an hour.
- ☐ Successes and accidents are tallied immediately (faster than writing sentences).

## Your school or district rules (write them here once)

### YOUR TOILETING PROTOCOL AND TRAINING METHOD

.....

### WHERE TOILETING IS PROMPTED OR SCHEDULED

.....

### WHAT COUNTS AS AN ACCIDENT (WET, SOILED, REFUSED)

.....

### GOAL FOR THIS STUDENT (E.G. 80% DRY BY MAY 1)

.....

## CODES USED THROUGHOUT THIS LOG

| CODE | MEANING (USED ON PAGES 6, 7, 8, 12)        |
|------|--------------------------------------------|
| B    | Bathroom at school                         |
| H    | Home (parent report)                       |
| C    | Classroom / pull-up station                |
| O    | Other setting                              |
| P    | Prompted (adult prompted or reminded)      |
| S    | Scheduled (adult brought them at set time) |
| I    | Independent (student initiated)            |
| Y    | Success (dry)                              |
| A    | Accident                                   |
| P    | Partial success                            |
| R    | Refused                                    |

## DAILY Daily Toileting Attempt Log

One row per attempt. Time, student initiation or adult-prompted, location, outcome (success, accident, partial, or refused), and notes.

## STUDENT

DATE \_\_\_\_\_

TIME DONE: (WRITE AT END OF DAY)

[illegible]

## One row per attempt

Write immediately or within an hour. Y = success (dry), A = accident (wet/soiled), P = partial success, R = refused. Notes: what the student said, what you did, anything that helps you remember.

# Accident and Success Tally

Every day, tally accidents and successes. A tally sheet to count by day and by week across four weeks.

STUDENT \_\_\_\_\_

MONTH \_\_\_\_\_

## Week 1

| MON | TUE | WED | THU | FRI | SAT | SUN |
|-----|-----|-----|-----|-----|-----|-----|
|     |     |     |     |     |     |     |
| S:  |     |     |     |     |     |     |

Total: S \_\_\_\_\_ A \_\_\_\_\_

## Week 2

| MON | TUE | WED | THU | FRI | SAT | SUN |
|-----|-----|-----|-----|-----|-----|-----|
|     |     |     |     |     |     |     |
| S:  |     |     |     |     |     |     |

Total: S \_\_\_\_\_ A \_\_\_\_\_

## Week 3

| MON | TUE | WED | THU | FRI | SAT | SUN |
|-----|-----|-----|-----|-----|-----|-----|
|     |     |     |     |     |     |     |
| S:  |     |     |     |     |     |     |

Total: S \_\_\_\_\_ A \_\_\_\_\_

## Week 4

| MON | TUE | WED | THU | FRI | SAT | SUN |
|-----|-----|-----|-----|-----|-----|-----|
|     |     |     |     |     |     |     |
| S:  |     |     |     |     |     |     |

Total: S \_\_\_\_\_ A \_\_\_\_\_

## Month Total

Total successes: \_\_\_\_\_

Total accidents: \_\_\_\_\_

Month rate: \_\_\_\_\_%

Days with zero accidents: \_\_\_\_\_

# Monthly Toileting Progress

Four weeks of data. Each week's totals, month total, month success rate, and trend (improving, stable, declining).

STUDENT

MONTH / YEAR

COMPLETED BY

| WEEK | ATTEMPTS | SUCCESSSES | ACCIDENTS | SUCCESS RATE % | TREND (↑ / → / ↓) | NOTES |
|------|----------|------------|-----------|----------------|-------------------|-------|
|      |          |            |           |                |                   |       |
|      |          |            |           |                |                   |       |
|      |          |            |           |                |                   |       |
|      |          |            |           |                |                   |       |
|      |          |            |           |                |                   |       |
|      |          |            |           |                |                   |       |

TOTAL ATTEMPTS THIS MONTH

TOTAL SUCCESSSES THIS MONTH

MONTH SUCCESS RATE %

## Month goals

Did we meet this month's goal? \_\_\_\_\_ (Y/N/Partially)

## Next month

New goal for next month: \_\_\_\_\_

# Toileting Progress Graph

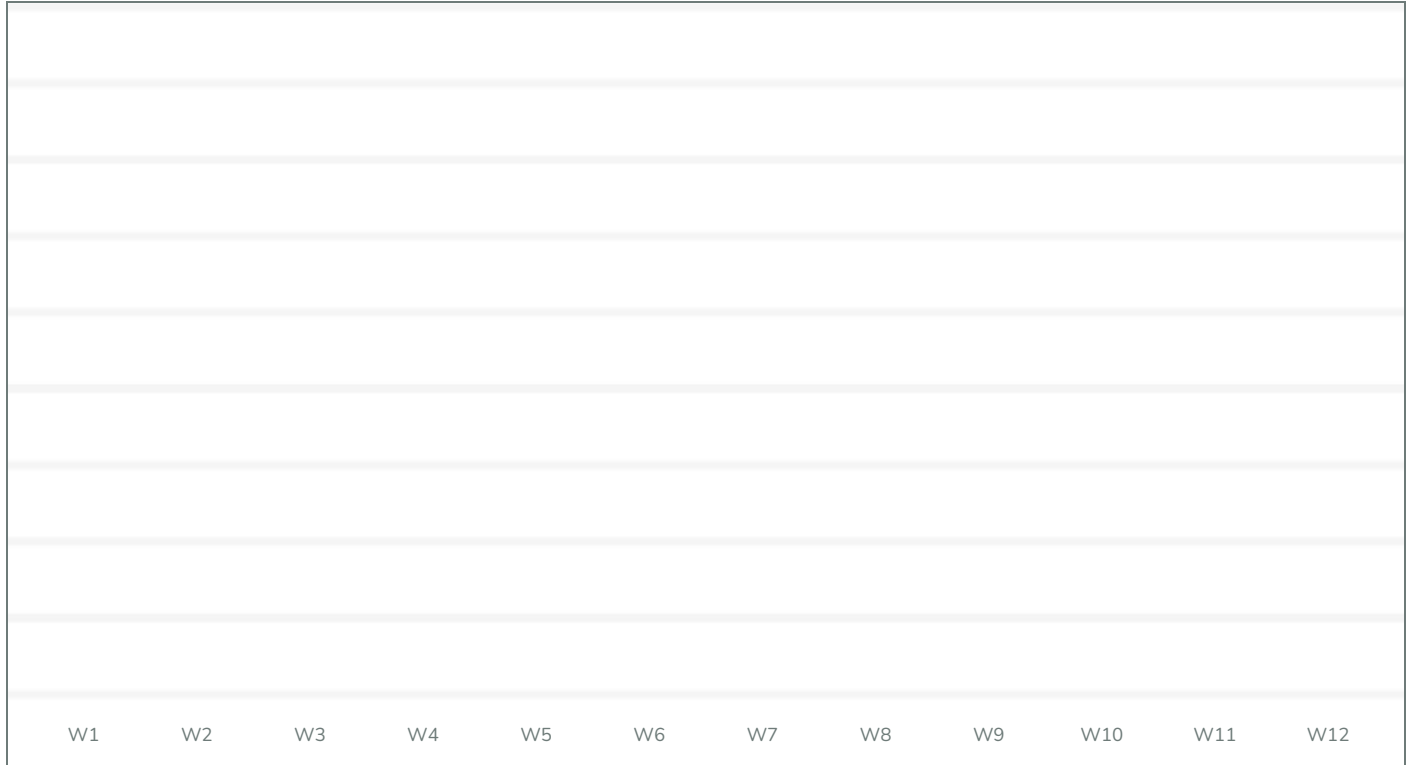
Twelve weeks, 0 to 100% labeled. Date and success-rate row; the goal line drawn first. A picture a parent understands.

STUDENT

MONTHS TRACKED

**How to draw this graph:** Before week 1, draw a line at the goal (e.g., 80%). After each week, plot a dot at that week's success rate (from page 10). Connect the dots to see progress.

**GOAL RATE (WRITE THE GOAL % IN THE BOX ABOVE AND DRAW A LINE ACROSS AT THAT % ON THE GRAPH)**



## Using this graph

A rising line = progress toward the goal. A flat line = stable (same rate each week). A dropping line = check what changed on page 6. Show families and the team this graph monthly. Post it where the student can see it.

## Sharing this graph at a meeting

Bring the filled-in graph to the IEP or team meeting instead of reading numbers aloud — a line the family can see at a glance is easier to discuss than a table. Note the date of any change in the approach right on the graph, under the week it happened, so a jump in the line has a reason attached to it.

**EXAMPLE**

## One Student, One Week, Filled In

An invented kindergartener. Every number is made up; every total is added on the page so the arithmetic can be checked.

### Weekly log (page 8) — Maya, age 5, learning toileting (invented)

**Maya's schedule:** Bathroom after breakfast at 7:30, before snack at 10:00, after lunch at 12:00, before home at 2:30. **How started:** Mon–Thu all P (prompted). **Notes:** Wednesday's 1 P refused = R.

| DAY       | SUCCESSES (Y) | ACCIDENTS (A) | PARTIAL (P) | REFUSED (R) | TOTAL | SUCCESS RATE % |
|-----------|---------------|---------------|-------------|-------------|-------|----------------|
| Monday    | 5             | 2             | 0           | 0           | 7     | 71%            |
| Tuesday   | 2             | 1             | 1           | 0           | 4     | 50%            |
| Wednesday | 3             | 0             | 0           | 1           | 4     | 75%            |
| Thursday  | 2             | 0             | 0           | 0           | 2     | 100%           |
| Friday    | 0             | 0             | 0           | 0           | 0     | –              |
| Saturday  |               |               |             |             |       |                |
| Sunday    |               |               |             |             |       |                |

**Math check:** Row totals:  $7+4+4+2 = 17$  ✓. Successes:  $5+2+3+2 = 12$  ✓. Accidents:  $2+1 = 3$  ✓. Partial: 1 ✓. Refused: 1 ✓. Success rate =  $12 \div 17 = 70.6\%$  ✓.

### Monthly summary (page 9) — Four weeks of data

| WEEK   | ATTEMPTS | SUCCESSES | ACCIDENTS | SUCCESS RATE % | TREND | NOTES                  |
|--------|----------|-----------|-----------|----------------|-------|------------------------|
| Week 1 | 17       | 12        | 3         | 71%            | ↑     | Getting stronger       |
| Week 2 | 16       | 14        | 2         | 88%            | ↑     | More successes         |
| Week 3 | 14       | 13        | 1         | 93%            | ↑     | One accident on Friday |
| Week 4 | 12       | 12        | 0         | 100%           | ↑     | Full week dry!         |

**Check:** Total 59 attempts, 51 successes = 86% ✓. Each week improved ✓. Trend: rising ✓.

### Independence check (page 12)

Week 1: P=82%, S=18%, I=0. Week 4: P=17%, S=33%, I=50%. Goal is more I, less P over time.