

This document is available to the whole school community. It has been approved by the school governors and pupils, and is available in the school newsletter, website and prospectus.

Aims

- To maximise pupils' access to toilet facilities during the day to promote the health, wellbeing and learning opportunities of all pupils.
- To provide good quality toilet facilities throughout the school.

Rationale: Why are we writing this policy?

- The school recognises that well-maintained toilet facilities where pupils feel comfortable and safe and have open access to throughout the school day, are essential for health, wellbeing, and learning.
- We value and respect our pupils and want them to be able to benefit from good provision and practice.

Objectives: What do we want to achieve?

- To ensure that this policy is both accepted and upheld by the whole school community – school management, staff, pupils, governors, parents, site manager, cleaning and ancillary staff.
- To keep all toilets open and available to pupils throughout the school day. While pupils can use toilet facilities at break and lunchtimes if they need to, we ensure pupils have access at all times. We recognise that toilet needs are highly individual and do not conform to regimental timetables. At secondary level, to cut down on the need for pupils to leave lessons, we will provide regular and frequent enough toilet breaks (every 45 – 60 minutes). We recognise that some pupils only feel comfortable going to the toilet when others are not around and will allow children to quietly leave the class to use the toilet without adverse comment.
- To ensure that the toilet and washroom facilities are suitable for the range of anticipated users, including pupils with disabilities and special needs, with adequate lighting, fixtures and fittings.
- To ensure that toilet and washroom facilities cater for the needs of all pupils from ethnic and religious communities, and ensure these needs are met in a sensitive, informed and appropriate manner.
- To ensure that the toilet facilities provide visual and aural privacy for users, ensuring a spare supply of cubicle door locks.
- To ensure that all toilet areas have properly maintained supplies at all times of warm and cold water, soap, hand drying facilities and toilet tissue in dispensers, provided at a convenient height.

- To ensure sanitary disposal units in all female cubicles (for girls aged eight and over), serviced on a regular basis and to provide sanitary dispensers in female toilet blocks (where applicable).
- To implement and maintain an effective toilet cleaning, supervision and inspection regime to ensure proper standards of provision and cleanliness, throughout the school day.
- To locate drinking water supplies and outlets in safe and appropriate locations, and not in toilet areas.
- To supervise the toilets at break and lunchtimes, if pupils perceive the need. If pupils assume this role, we will train and supervise them to ensure they carry out their duties correctly and do not restrict fellow pupils from using the toilets as and when they need to.
- To actively seek the views of the whole school community in relation to any concerns about toilet provision and access issues (ensuring a child friendly procedure for pupils to report deficiencies or problems) and to respond seriously to these and deal promptly with any problems highlighted by the pupils.
- To actively consult and involve the pupils in managing the toilets (via the School Council or establish a working group).
- To encourage pupils to respect the toilets and each other (via the School Council, in PSE lessons, in class-teacher discussion times, in the Social, Emotional Aspects of Learning (SEAL) programme) and for pupils to establish a Pupil Code of Conduct in toilets and washrooms.
- To regularly include toilet management issues in all appropriate School Council, staff, parent and governor meetings.
- To provide indoor social areas to discourage toilets from being used for such purposes.
- To implement and maintain annual reviews of the policy to monitor that it is being adhered to and remains relevant.

Notes

- This policy document was produced in consultation with pupils, parents, school staff, governors and the school nurse.
- The school actively supports the provision of open access to well-maintained, clean, private and safe toilet facilities throughout the school day.

School Toilets Charter (Sample)

The right to use acceptable toilets as required is a basic human right and essential for health and wellbeing.



Every school should provide:

1. Open access to toilets, whenever and wherever needed.
2. A sufficient number of facilities for girls and boys, ensuring sufficient privacy.
3. Specific toilets for people of both sexes, or toilet cubicles for girls and boys, with appropriate facilities for users with special needs.
4. Appropriately designed toilet and washroom facilities, suitable for the range of anticipated users, with adequate lighting, air-conditioning systems, fixtures and fittings.
5. Warm water, ideally from a mixer tap, with sufficient liquid soap and hand drying facilities.
6. Toilet paper dispensers placed at a convenient height, and their supplies maintained as required during the hours that the toilets are normally in use.
7. Sanitary disposal units in all female cubicles (for girls of the appropriate ages in primary and secondary schools), serviced on a regular basis.
8. An effective procedure for supervising toilets to ensure an appropriate standard of provision and management during the hours that the toilets are normally in use.
9. An effective procedure for cleaning/checking the toilets to ensure proper standards of hygiene, behaviour and cleanliness, during the hours that the toilets are normally in use.
10. A published school toilets policy approved by school governors and pupils, and communicated to all pupils, parents/carers and staff.
11. A comments/complaints procedure suitable for children, that pupils, parents/carers may use to express concern or complain about toilets to the headteacher and/or school governors.

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Prepared by the Headteacher in conjunction with staff _____ * _____ Date

Accepted by the Governing Body _____ * _____ Chair

_____ * _____ Date

*(The copy of this policy in its paper form, which is kept in the Headteacher's Office, has been signed and dated. Some of these policies also include the School Council's comments and opinions)