

**Hay-on-Wye Primary School**

**Toilet Policy**

**Aims of the policy**

* To maximise access to pupils’ toilet facilities during the day to promote the health,

 well-being and learning opportunities of all pupils.

* To provide good quality toilet facilities throughout the school.
* To encourage pupils to respect the toilets and each other
* Develop a Code of Conduct for pupils using the toilets and cloakrooms

**Purpose**

• 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,

well-being, and learning.

• We value and respect our pupils and want them to be able to benefit from good

provision and practice.

**What 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/carers, 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. We recognise that some pupils only feel comfortable going to the toilet when others are not around and will allow them to quietly sign in and out of class to use the toilet without adverse comment.

**Good hygiene**

• 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 the 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, liquid 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) are 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 form-teacher discussion times) and for pupils to establish a Learner Code of Conduct in toilets and washrooms.

• To regularly include toilet management issues in all appropriate school council, staff,

parent/carer and governor meetings

This policy document was produced in consultation with learners, school staff and governors.

The school actively supports the provision of open access to well-maintained, clean, private and safe toilet facilities throughout the school day

**Hay-on-Wye Primary**

**School Toilet Charter**

Access to decent toilets whenever the need arises is a fundamental human right and necessary for good health and well-being.

Our school should provide:

1. Unrestricted access to a toilet, whenever or wherever the need arises.

1. Adequate numbers of facilities for both female and male users, which ensure sufficient privacy.
2. Dedicated unisex toilets, or female and male toilet cubicles, properly equipped, for users with special needs.
3. Properly designed toilet and washroom facilities, suitable for the range of anticipated users, with adequate lighting, ventilation, fixtures and fittings.
4. Hot water, ideally from a mixer tap, with adequate provision for liquid soap and hand drying facilities.
5. Toilet tissue dispensers provided at a convenient height, replenished as needed throughout normal hours of usage.
6. Sanitary towel disposal units in all female cubicles (where age appropriate), serviced on a regular basis.
7. An effective toilet supervision regime to ensure proper standards of provision and management throughout normal hours of usage.
8. An effective toilet cleaning/inspection regime to ensure adequate standards of hygiene, behaviour and cleanliness, throughout normal hours of usage.
9. A published school toilet management policy approved by school governors and learners, and communicated to all learners, parents/guardians and staff.
10. A child friendly comments/complaints procedure, for learners, parents/guardians and staff to communicate toilet concerns or grievances to the head teacher and/or school governors