



School Toilets

Date	Review Date	Coordinator	Nominated Governor
October 2015	October 2019	Executive Head	Chair of Resources

We believe this policy relates to the following legislation:

- Health and Safety at Work Act 1974
- Employers' Health and Safety Policy Statements (Exception) Regulations 1975
- Safety Representatives and Safety Committees Regulations 1977
- Health and Safety (Display Screen Equipment) Regulations 1992
- Provision and Use of Work Equipment Regulations 1998
- Management of Health and Safety at Work Regulations 1999
- Education (School Premises) Regulations 1999
- Special Educational Needs and Disability Act 2001
- Equality Act 2010
- School Premises (England) Regulations 2012

We recognise our responsibilities under the Health and Safety at Work Act 1974 and will take all reasonably practicable steps to provide and maintain safe and healthy working conditions (on the school premises and during school-sponsored activities), equipment and systems of work for all our pupils, school personnel and visitors to the school.

We believe we have a duty to provide children with school toilets that are accessible, clean, and safe with high quality sanitary ware by ensuring that we adopt excellent standards of maintenance by providing the basics of liquid soap, warm water, toilet tissue and paper towels.

We recognise that it is essential for the health, well-being and learning of all pupils that the school toilets are well-maintained and are accessible at all times throughout the school day.

We value and respect the children in our care and we want them to be able to understand how to respect the facilities provided and how best to look after their own health.

We have a duty under the Education (School Premises) Regulations 1999 to provide sufficient numbers of toilets and washbasins according to the number of pupils on roll.

We wish to work closely with the School Council and to hear their views and opinions as we acknowledge and support Article 12 of the United Nations Convention on the Rights of the Child that children should be encouraged to form and to express their views.

Aims

- To provide good quality toilet and washroom facilities throughout the school.
- To ensure that all pupils have access to toilet facilities during the school day to promote the health, well-being and learning opportunities throughout the school.
- To ensure compliance with all relevant legislation connected to this policy.

Responsibility for the Policy and Procedure

Role of the Governing Body

The Governing Body has:

- appointed a Site Manager;
- appointed a member of staff to be responsible for Health and Safety;
- delegated powers and responsibilities to the Executive Headteacher to ensure all school personnel and stakeholders are aware of and comply with this policy;
- responsibility for ensuring that the school complies with all equalities legislation;
- responsibility for ensuring funding is in place to support this policy;
- make effective use of relevant research and information to improve this policy;

Role of the Executive Headteacher

The Executive Headteacher will:

- ensure all school personnel, pupils and parents are aware of and comply with this policy;
- work closely with the link governor;
- provide leadership and vision in respect of equality;
- ensure that good quality toilet facilities are provided and maintained throughout the school and during the school day;
- ensure that all pupils have access to toilet facilities during the school day;
- discuss with the Site Manager a variety of issues dealing with toilet and washroom facilities such as:
 - management and maintenance
 - toilet hygiene
 - access, security and supervision
 - structural issues
 - washbasins, water and hand hygiene
 - female sanitary products and disposal
- ensure that the toilet and washroom facilities are suitable and cater for the needs of pupils with disabilities and special needs and pupils from ethnic and religious communities;
- ensure that the toilets are supervised at all break and lunchtimes;
- seek the views of the School Council in relation to any concerns about toilet provision, access issues and the involvement of pupils in managing the toilets during breaks and lunchtimes;

Role of the Site Manager & Cleaning Staff

The Site Manager will:

- implement and maintain an effective toilet cleaning, supervision and inspection programme to ensure proper standards of provision and cleanliness throughout the school day;
- ensure that supplies of warm and cold water, soap, hand drying facilities and toilet tissue are maintained at all times;
- ensure that sanitary disposal units are serviced and maintained regularly;
- ensure that information posters regarding hand hygiene etc. are provided in all toilets and washroom facilities;

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- provide guidance and support to all cleaning staff;
- review and monitor the school toilet facilities every day;

Role of the Health and Safety Representative

The Health and Safety Representative will:

- carry out regular inspections of premises and school activities;
- assist in carrying risk assessments;
- investigate potential hazards, employee complaints, accidents and dangerous occurrences;
- make representation to employers and others on health and safety matters arising;
- provide information and guidance to school personnel;
- provide training for all staff on induction and when the need arises regarding;

Role of School Personnel

School personnel will promote the health, well-being and learning opportunities throughout the school and will ensure pupils:

- respect the toilet and washroom facilities;
- establish a Pupil Code of Conduct in the toilet and washroom facilities;
- highlight toilet management issues;
- have access to toilet facilities during the school day.

Role of Pupils

Pupils will:

- understand that they have a right to use the toilet and washroom facilities at any time;
- respect the toilet and washroom facilities;
- support the school Code of Conduct and guidance necessary to ensure the smooth running of the school;
- liaise with the school council;
- take part in questionnaires and surveys.

Role of the School Council

The School Council will be involved in:

- determining this policy with the Governing Body;
- discussing improvements to this policy during the school year;
- discuss toilet management issues each term
- organise surveys to gauge the thoughts of all pupils;

Raising Awareness of this Policy

We will raise awareness of this policy via:

- the School Handbook/Prospectus
- the school website
- the Staff Handbook

Equality Impact Assessment

Under the Equality Act 2010 we have a duty not to discriminate against people on the basis of their age, disability, gender, gender identity, pregnancy or maternity, race, religion or belief and sexual orientation.

This policy has been equality impact assessed and we believe that it is in line with the Equality Act 2010 as it is fair, it does not prioritise or disadvantage any pupil and it helps to promote equality at this school.

Linked Policies

▪ Health and Safety	▪ Health and Safety - Responsibilities
▪ Workplace Environment	▪ Risk Assessment

Headteacher:		Date:	
Chair of Governing Body:		Date:	