

SCHOOL TOILET POLICY

School of the Holy Spirit

Introduction:

This document has been developed through a process of consultation with students, parents, school staff and Board of Management. The school actively supports the provision of open access to well-maintained, clean, private and safe toilet facilities throughout the school day. This document is freely available to the entire school community and is available on the school website.

Rationale:

The school recognises that well-maintained toilet facilities where students feel comfortable and safe and have open access to throughout the school day, are essential for health, wellbeing, and learning.

Relationship to School Ethos:

School of the Holy Spirit strives to maintain the dignity of the individual at all times and is actively involved in promoting the personal development of all students.

Aims:

- To update our existing policy.
- To promote the health, wellbeing and learning opportunities of all students.
- To provide good quality toilet facilities throughout the school.

- To maximise access to student toilet facilities during the day.
- To develop student's self-care skills.

We value and respect our students and want them to benefit from good provision and practice.

Objectives:

- To ensure that this policy is accepted and upheld by the whole school community.
- To keep all toilets open and available to students throughout the school day and to work towards ensuring students have access at all times.
- To ensure as far as is practicable that the toilet and washroom facilities are suitable for the range of anticipated users, including students with special needs.
- To ensure that the toilet facilities provide privacy for users.
- To ensure that all toilet areas have properly maintained supplies at all times of water, soap, hand drying facilities and toilet tissue. Gloves, wipes and nappy sacks will be provided for the junior classes.
- To ensure that sanitary disposal units and a supply of feminine hygiene products are available in all female cubicles (for girls aged eight and over), and to ensure that sanitary disposal units are serviced on a regular basis.
- 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 ensure that students have access to toilets during break times.
- To actively seek the views of the whole school community in relation to any concerns about toilet provision and access issues and to respond seriously to these.

- To provide information and assistance to students who need it in all aspects of toileting and self-care in bathrooms through specific educational programmes (e.g. SPHE) , visual schedules ,timetables, reminders, etc.
- To encourage students to respect the bathrooms and their peers when using the bathrooms.
- To include toilet management issues at staff meetings when relevant or when issues arise.
- To review the policy regularly, to ensure compliance and to implement any necessary changes.

Disposal of blood, vomit, etc. Plastic gloves will be used. These will be removed inside out and disposed of in a sealed plastic bag in lined bin. Used tissues etc. will be placed in sealed plastic bag for disposal.

Specific Arrangements for Toileting / Intimate Care Needs

- At all times the dignity and privacy of the student will be paramount in addressing intimate care needs.
- In all situations where a student needs assistance with toileting / intimate care, a class plan will be put in place and all staff will be informed.
- Personnel involved in this care will be identified and provided with the resources needed for the situation e.g. protective gloves.
- Provision for occasions when staff are absent will be made. Any change of personnel will be discussed with the student, if appropriate.
- **Any changes to the plan will be discussed with parent / guardian and student and noted in the student file.**
- A Toilet Training Record Sheet will be maintained in the classroom for toilet training purposes.

Toileting Accidents:

- A supply of clean underwear and track-suit bottoms etc. will be kept in the school.
- In the first instance the pupil will be offered fresh clothing to clean and change themselves.
- If, for any reason, the student is unable to clean or change themselves, staff will assist
- Parents will be notified of these accidents.
- A record of the incident will be kept on the student's file.