



Student Use of Toilets Procedure

Rationale:

Limiting the use of toilets during lesson time is important to ensure learning opportunities can be maximised and disruption to lessons minimised. We aim to maintain a focused learning environment during lessons. Allowing frequent toilet breaks disrupts the flow of teaching and hinders students' concentration, as well as potentially leading to excessive time spent outside the classroom. In addition, we have a responsibility to ensure students are safe and accounted for, and that corridors and communal areas of school remain calm, orderly and safe – unrestricted access to the toilets significantly impedes our ability to do this.

Students have four opportunities throughout the school day to use the toilets (before school, break, lunch, after school) and whilst we understand that students will sometimes need to use the toilet during a lesson, this should be limited to emergency situations only, or those for those with medical conditions.

Our 'Student use of Toilets Procedure' aims to strike a balance between ensuring students' well-being and health needs are met, whilst also ensuring the school remains a calm and focussed environment with disruption free learning.

Expectations:

- Students should always use the toilets before school, break, lunch and after school, ***not during lesson time***.
- Students who have a valid toilet pass are able to use the toilets near First Aid during lesson time if required. These students must have their **pass on display in their ARCK Records**.
- **If a student without a toilet pass asks to use the toilet during lesson time, the answer should generally be 'no'.**
- If, in the teacher's professional judgement, the student cannot wait for the next break/lunch then the following rules apply:
 - Students must be given a note in their ARCK Record, initialled by the teacher, stating the date and time the student is leaving class.
 - If the student has a toilet pass, each use must be logged on ClassCharts
 - The student must show the pass to Pastoral Managers or any other member of staff who are on the corridors to evidence that they have been given permission.
- No students will be allowed to use the toilet within the first 10 minutes or the last 10 minutes of a lesson, except in a medical emergency.
- Student behaviour in the toilet areas must be exemplary at all times, to ensure the safety, wellbeing and confidence of all students.
- Food and drink are not permitted in the toilet/sink areas
- Only one student at a time is permitted in the cubicle.
- Breaches of any of the above expectations will result in an appropriate sanction in line with the PA2L Policy.

Support:

Students with medical reasons for requiring the toilet more frequently can obtain a toilet pass, which must be stuck into their ARCK Record. Parents/Carers will need to provide medical evidence in order for the pass to be issued.

If the pass is abused (i.e. by using it as an opportunity to truant or be late for lessons) it will be revoked.

Sanitary products – these are available at Student Reception and First Aid to access before school, break, lunch or after school.

Students who need any form of personal hygiene support or intimate care will be assisted when necessary. This should be arranged by contacting the SENDCo.

**AMBITION****RESILIENCE****COURTESY****KINDNESS**