



LANESEND PRIMARY SCHOOL  
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# Lanesend Primary School

## School Toilets Policy School Health and Safety Policy

Signed: ..... Date:  
(Headteacher)

Signed: ..... Date:  
(Chair of Governors)

**Review Date:** April 2021 (Every 5 Years)  
**Reviewed By:** Headteacher and Site Manager

# Lanesend Primary School Toilets Policy

Children should feel comfortable and confident in their access to toilets, where accidents and opportunities for inappropriate behaviour are minimised. The use of toilets should interrupt teaching time and class concentration as little as possible. The school fully supports children with documented medical needs, whether temporary or longer standing e.g. a disability, and all children have appropriate access to toilets without the need to disturb the teacher through a class initiated toilet chart.

- Children are reminded to visit the toilet before school, during break and during lunch time. (Children in Reception have continual access to the toilets)
- Teachers expect children to use the toilets at this time (and remind them) and they discourage children from leaving the class within a short time after such breaks, and may ask them to wait, if possible, until a more appropriate time to leave the classroom. Often teachers will ask children to wait five minutes and if they still want to go to the toilet, they may go.
- Children are expected to use their class toilet chart or ask the teacher if they need to go to the toilet between these times. On almost every occasion they will be given permission, though reminded of the need to make use of break times.
- Where children appear to use toilet visits to avoid work, or provide distractions, or visit the toilet particularly frequently, families may be approached to discuss whether there is a medical or other concerns.
- Children with known medical conditions (or temporary problems) are given permission to use the toilet whenever necessary. This will be agreed between teacher, families and child. A Healthcare Plan will be drawn up for long-term medical problems.
- The Intimate Care Policy will be used with children who need help with toileting and shared with families.

## Toilet Etiquette

- Toilets are cleaned daily and regularly checked for cleanliness throughout the day. Children and adults must report to the School Office if the toilets are not appropriate so that they can be cleaned immediately.
- In Reception, toilet checks are documented on a sheet within the toilets.
- Children are encouraged to flush at all times and to wash and dry their hands after going to the toilet.
- Sometimes, the aim is not always accurate and guidance will be given through support.
- Children are encouraged to use the toilets quickly and leave to minimise poor choices.
- The main toilet doors are kept open at all times.
- When our girls begin their periods, there is a sanitary disposal bin in the Year 5/6 toilet and in the ladies toilet. The girls are given permission to use both. The school has spare sanitary products available.
- We aim for our toilets to be beautiful and clean at all times.