



23<sup>rd</sup> May 2024

Dear Parent / Carer,

We are writing to update you on some changes to our systems for students accessing the toilet facilities during the school day, starting on Monday 3<sup>rd</sup> June 2024.

This is in response to significant issues raised as a result of student voice and the main aims in making these changes is to:

- ensure that all of our students feel **safe** using the toilet facilities in school
- ensure the toilet facilities are well maintained by reducing damage, vandalism and littering
- ensure that toilets are used for their primary function rather than meeting places
- ensure that teaching and learning is not interrupted by students being late or regularly out of lessons

We have had significant damage to the toilets this year which comes at a large cost to the school to repair. As I am sure you will appreciate, this is money that could have been spent elsewhere for the educational benefit of your child eg. new textbooks or free revision guides. One of the issues highlighted in the student voice survey was the condition of the toilets, so we will be working with our site team to monitor cleanliness and increase cleaning capacity.

Students have two breaks a day, one of 20 minutes and one of 40 minutes. This is ample time to get something to eat/drink in the canteen and use the facilities. The toilets are supervised during social times and we will continue to do so to ensure all students feel safe. A significant change we have made is assigning designated areas for each year group to ensure students feel safe and not intimidated by crowds or older students. **This has also greatly increased the capacity of facilities by more than double the amount of toilets available to students than before.** Consequently, we will be making the following changes:

**Break & Dinner** - Supervised by a member of staff at the end of each corridor.

- Technology corridor - Year 7 students only
- Social dining corridor - Year 8 & 9 students only
- Activities Studio 1st floor corridor - Year 10 & 11 students only

It is important to note that if students utilise these facilities before school and during scheduled breaks, the need to leave a lesson should be rare. However, some students frequently wait until their lesson has started before going to the toilet, causing them to be late and disrupting the start of learning. A small number of students habitually ask their teachers to go to the toilet during multiple lessons across the school day. To encourage better routines and protect the facilities from misuse, all toilets will be locked during lessons as we simply do not have sufficient staff to supervise the use of every toilet during lesson time.

### **During Lessons**

We acknowledge that there will be the rare emergency when students do require access during lesson time, in this situation students will only be allowed out of a lesson to go to the toilet if:

- they have a toilet pass for a specific medical condition (sticker in planner)

- their teacher is convinced it is a genuine need (planner will then be signed by the class teacher)

In this circumstance, students will need to get their planner signed by the class teacher and go to room 1.01 to sign out a key for a designated toilet facility.

### **Transition**

The toilet corridors on each floor will be unlocked and supervised during lesson transitions to provide further opportunities to use the facilities without disrupting lessons.

We trust that you will support our students in adapting to this change to their routine, enabling them to maximise their learning time and better plan and manage their day. Whilst these arrangements do represent a change for students, restricted access to toilets is common practice in many secondary schools. We hope it is clear to parents that students are not prevented from accessing toilet facilities when genuinely needed. We will, of course, ensure that priority access is maintained for those with medical or identified needs.

Yours sincerely,



Rorick Houghton

Headteacher