



Milford Haven School
School Toilet Policy
Policy
2025-2026

Adopted by Policy Committee: 21st May 2026

Date to be reviewed: May 2027

Policy created and reviewed by: Business Manager

J. Sepullos

18/06/26

School Toilet Policy

(Aligned with Welsh Government “School Toilets: Good Practice Guidance for Schools in Wales”)

1. Purpose

This policy sets out the school’s commitment to maintaining safe, clean, accessible, and appropriate toilet facilities in line with Welsh Government guidance.

Our aim is to support pupils’ health, dignity, and wellbeing by ensuring all facilities meet high standards of hygiene, privacy, and accessibility.

2. Aims

- To ensure toilet provision meets the needs of all pupils and staff.
- To promote high standards of hygiene and maintenance.
- To provide adequate supervision without compromising privacy.
- To ensure toilets are accessible throughout the school day.
- To encourage respect and responsibility for shared facilities.

3. Provision and Accessibility

- The number and type of toilets provided will meet national standards and the needs of all users, including those with additional learning needs or disabilities.
- Toilets will be located conveniently for pupils, allowing access without unnecessary disruption to learning.
- The school provides accessible toilet facilities for pupils, staff and visitors with disabilities or additional learning needs. These facilities are located within the main school building and are available as required.
- Pupils will be permitted to use toilet facilities when required. To minimise disruption to learning, pupils may normally be asked to avoid leaving lessons during the first and last 10 minutes of a lesson unless there is an urgent need or an identified medical requirement. Pupils with medical needs or agreed support plans will be granted access as appropriate.

4. Standards, Hygiene, and Cleaning

- Toilets will be cleaned daily in line with the school's cleaning schedule and checked periodically during the day.
- All facilities will be stocked with soap, toilet paper, and hand-drying equipment at all times.
- Toilets will be adequately ventilated, well lit, and in good working order.
- Handwashing and hygiene posters will be displayed to promote good practice.
- Any faults, damage, or hygiene concerns will be reported immediately to the Site Manager or School Office.

5. Monitoring and Audit

- The school will work with the Local Authority to conduct regular audits of toilet facilities, assessing cleanliness, condition, privacy, and accessibility.
- Outcomes from audits will be recorded, and necessary improvements will be prioritised in the school's maintenance plan.
- Pupil and staff feedback will be considered as part of ongoing evaluation to ensure facilities meet user needs.

6. Behaviour and Respect

- Pupils and staff are expected to treat toilet facilities with care and respect.
- Incidents of misuse or vandalism will be dealt with under the school's Behaviour Policy.
- The importance of maintaining shared facilities will be reinforced through assemblies and PSHE sessions.

7. Maintenance and Future Improvements

- The Site Manager and Headteacher will ensure timely repairs and updates to maintain facilities to a high standard.
- Future improvements will be planned in collaboration with the Local Authority and reflected in the School Development Plan.

8. Review

- This policy will be reviewed annually or sooner if needed following audits or new guidance from the Welsh Government.
- The review will be overseen by the Headteacher and reported to the Governing Body.

Approved by Chair of Governors: _____

Headteacher: _____

Date: _____

Review Date: _____