Wigston Academy

Toilet Pass Policy

DATE APPROVED:	10th December 2024
APPROVED BY:	Board of Trustees
REVIEW FREQUENCY:	Annually
DATE FOR REVIEW:	December 2025

Signed by Chair of Trustees: Date: December 2024

Purpose
This policy is designed to ensure that students maximise their learning opportunities by being present in lessons whilst also accommodating the needs of those with verified medical requirements.

General Guidelines

1. **Toilet Access During Social Times:**
    - o Students are expected to use the toilet facilities during designated social times, including:
        - Before school
        - Morning break
        - Lunchtime
        - After school
        - During lesson changeover
2. **During Lessons:**
    - o Lessons are 60 minutes in duration, ensuring that students have manageable periods between opportunities to access toilet facilities.
    - o Students are expected to remain in class for the full duration of lessons to minimise disruptions and maximise learning.
    - o Teachers use their professional judgement and knowledge of the students to ensure that students in genuine need of the toilet are permitted to go

Toilet Passes for Medical Needs

- Students with specific medical conditions requiring frequent or urgent access to the toilet can apply for a toilet pass.
- Applications for a toilet pass should include supporting medical evidence, such as a doctor's note or relevant documentation.
- Toilet passes will be discreet, and teachers will be informed of the student's needs to ensure appropriate support is provided.

Implementation and Monitoring

- Teachers will remind students of their responsibility to plan their toilet visits around social times.
- Any student requesting frequent breaks during lessons without a toilet pass will be referred to the pastoral team for further discussion.
- Toilet passes will be reviewed periodically to ensure they remain necessary and up-to-date.

Exceptions
In some cases, such as emergencies or unexpected illness, students will be allowed to leave class for the toilet at the teacher's discretion.