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| **E1 – E31** | **Location** | **Access rating** | **Priority rating** | **Notes** |
|  | **General toilets** |  |  |  |
| E1 | Do all lavatory areas have slip-resistant floors? |  |  |  |
| E2 | If used by all users, is the approach to the facilities free of steps/narrow doors/obstructions? |  |  | Consider people with limited sight, those using walking aids and wheelchair users. |
| E3 | Are fixtures and fittings easy to distinguish by colour contrast from walls? |  |  | Consider a 30-point LRV (Light Reflective Value) in shades between colours; this might include toilet seats, handrails, toilet roll holders, soap dispensers etc. |
| E4 | Are washing and drying facilities at a height and have the access for a wheelchair user to use? |  |  |  |
| E5 | Are all door fittings/locks easily gripped and operated? |  |  |  |
| E6 | Are mirrors positioned at a height and location suitable for all users? |  |  | Consider having larger mirrors that support all users. |
| E7 | Is the location of the different toilets clearly signed? |  |  | This might include male, female, unisex, accessible, Changing Places, staff, pupils, visitors or baby changing. |
| E8 | Do you have a wider cubicle within the general toilets that could be used by someone with limited mobility? |  |  |  |
| E9 | Are handrails fitted to the larger cubicle? |  |  |  |
| E10 | Are toilet paper holders, soap dispensers of a type and location that is easily used by people with limited dexterity or movement |  |  |  |
|  | **Accessible toilets** |  |  | Accessible toilets can be complex, consider looking at [CAE Accessible Toilet guide](https://cae.org.uk/wp-content/uploads/2017/01/CAE-Managing-Accessible-Toilets-Factsheet-Jan-2017.pdf) |
| E11 | Is the accessible toilet large enough to permit manoeuvre for frontal lateral/angled/backward transfer, with or without assistance? |  |  | Accessible toilet should be 2200mm x 1500mm minimum to allow manoeuvring.  Consider if toilets are all left or right transfer and if there is a mix. In smaller toilets people might turn their chair at an angle and transfer from the front; if this is the case a folding handrail is needed. Larger toilets might allow both left and right transfer and hoist access. |
| E12 | Is the manoeuvring area free of obstruction, e.g. boxed-in pipework/radiators/cleaner's equipment/disposal bins/ occasional storage, etc., and is any difficulty caused by the activity of service contractors? |  |  |  |
| E13 | Is the flush on the same side as a person would transfer to make it easier to reach? |  |  |  |
| E14 | Is the entry door to the accessible toilet of a type that is easily used by a range of people with limited mobility? |  |  |  |
| E15 | Can ambulant disabled people manoeuvre, raise and lower themselves in standard cubicles? |  |  |  |
| E16 | Is there a shelf available near the toilet for people to use? |  |  | This is used for people that might have to change a medical appliance or need specific equipment; consider location. |
| E17 | Is the soap dispenser and toilet roll holder of a type that is easily used by a range of people and appropriately positioned for ease of use? |  |  |  |
| E18 | Are the door fittings/locks and light switches easily reached and operated? |  |  |  |
| E19 | Is there an emergency call system and is someone designated to respond? |  |  | Consider where the alarm call goes to. Does it just ring outside the toilet or go to a designated office so assistance can be alerted quicker? |
| E20 | Can the emergency call system be operated from floor level? |  |  | Often these are tied up or put up high to avoid being accidentally pulled, but they are full length for a reason. |
| E21 | Are suitable grab rails fitted in all the appropriate positions to facilitate use of the toilet? |  |  | This can be a complex area – consider looking at recommended guidance. |
| E22 | Are handwashing and drying facilities within reach of someone seated on the toilet? |  |  |  |
| E23 | Are the taps appropriate for use by someone with limited dexterity, grip or strength? |  |  | Lever or automatic taps are the best design for all. |
|  | **Changing area** |  |  |  |
| E24 | Do you have a Changing Place facility, and is it available purely for pupils/staff and external groups using the building or offered as a community facility? |  |  | See <http://www.changing-places.org/> for more information. |
| E25 | Do you offer discrete changing facilities for people that need them? |  |  | Sometimes changing and shower facilities can be accommodated within larger accessible toilets to provide this. |
| E26 | Within the main changing area or accessible toilet, are there accessible showering facilities? |  |  | Consider height of shower, controls, shower seat, small shelf and if the curtain is reachable. |
| E27 | Is there a wide shower seat or possibly two shower seats? |  |  | This is to enable a person to shower, then transfer to dry seating to get changed before transferring to their wheelchair, rather than having to transfer to wheelchair still wet. |
| E28 | Are clothes hooks/lockers of a suitable size and height to meet all users’ needs? |  |  |  |
| E29 | Are locker locks easy to use for people with limited dexterity or strength? |  |  |  |
| E30 | Do you offer gender neutral toilet facilities? |  |  |  |
| **Action** | | **Date** | | **Owner** |
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