

**Boys & Girls Clubs of South Central Kansas  
Safety Policies**

**Restroom Policy**

The Boys & Girls Club of South Central Kansas is committed to providing a safe environment and enforces the following restroom policy for members, staff, volunteers, and other adults.

Restrooms located at Boys & Girls Clubs of South Central Kansas Opportunity Drive Club have been designated for members ages 6-18, boys & girls have separate restrooms. Adults and staff over the age of 18 are to use the staff restrooms located in the administrative hallway. Public bathrooms are not available at our Oaklawn or Holy Savior Sites.

Restrooms shall be regularly monitored by designated staff at a schedule set by Club leadership. Monitoring includes walk-throughs, inspections, and/or positioning staff near restroom entries.

**Staff shall**

- Only use designated adult restrooms. Should separate restrooms be unavailable, staff shall use restrooms at designated intervals to ensure they are not using restrooms at the same time as youth members.
- Abide by all staff codes of conduct.
- Enforce the Organizations' restroom code of conduct.
- Intervene and notify Club leadership should inappropriate conduct be observed
- Ensure restrooms are regularly cleaned and sanitized.

**Staff observing unacceptable restroom conditions shall**

- Immediately notify Club leadership.
- Complete a *Repair Request Form* and submit to Club leadership.
- Document, in writing, restroom conduct incidents and report them to Club leadership as soon as possible.