



Our Lady and St Patrick's College, Knock

Written Statement of Arrangements for the

Provision of Free Period Products

Details of Specified Public Service Body

Name of Specified Public Service Body	Our Lady and St Patrick's College, Knock
Main Address of Specified Public Service Body	120 Gilnahirk Road, Belfast, BT5 7DL
Location of sites where free period products are available	All female, unisex and accessible toilet facilities within the College premises.

Publication Details

Date of first publication, Dates of subsequent publication	12 th May 2024
Where will this statement be published?	The Statement on Arrangements will be published on the College website, in the RSE Policy and also be accessible to staff internally on Private Folder 1. It will also be displayed on general notice boards positioned throughout the College.

Details of Consultation Carried Out

WHEN was the consultation carried out?	The consultation process ran from 1 st May until 31 st May 2024.
WHO was consulted?	Staff, Students and Visitors were invited to participate in the consultation process.

HOW did the consultation process establish:

1. the ways in which products users ought to be able to obtain free period products?	All participants were asked, via a survey, if they are aware if the College currently provides period products, where period products should be kept and which products they would like to see available. Participants were also provided with the opportunity to offer any other suggestions and comments.
2. the locations in the SPSBs premises in which period products ought to be obtainable free of charge?	All participants were asked, via a survey, where they think period products should be kept. Participants were also provided the opportunity to offer any other suggestions and comments.
3. the types of period products which ought to be available?	All participants were asked, via a survey, what period products they would like to see stocked. They were provided with 7 options (including reusable products). Participants were also provided the opportunity to offer any other suggestions and comments. Consultations were also held with Student Council and Student Voice Representatives on availability and types of products.

HOW did the consultation have regard to:

1. the dignity, privacy and confidentiality of product users?	The survey was voluntary and confidential and was completed online to allow ease of access and privacy.
2. articles which are reusable?	All participants were asked, via a survey, what period products they would like to see stocked. They were provided with 7 options (including reusable products). Participants were also provided the opportunity to offer any other suggestions and comments.

The Arrangements

The College carried out a consultation process relating to the provision of free period products as detailed in the Period Products (Free Provision) Act (Northern Ireland) 2022. The results from the consultation process have been used to develop arrangements for the provision of free period products at the College. The consultation process sought to establish how a suitable range of free period products could be made easily obtainable in such a way as to respect the dignity, privacy and confidentiality of staff, students and visitors. Eco factors were also part of the consultation process. Consultation surveys did not record or request any identifying information beyond whether the participant was a student, staff member or visitor.

The College has had an ongoing free period products scheme for students for many years as launched by the Government in 2020. This provision currently includes the supply of four different product types (Pads, Tampons, Spare Underwear, Tights), in a variety of sizes, located in female and unisex student toilets.

The consultation process sought views from participants on both the range/type of products currently supplied as well as the range/type of products that they would like to see available. Participants were provided with a list of 7 options including reusable products and were also asked if there were any other period products, they wanted to suggest that should be made available. The consultation process also sought views on the locations that the products should be kept. Participants were provided with a list of 7 locations but were also provided the opportunity to offer any other suggestions or comments.

In terms of responses received 88% of staff replied that Pads should be made available whilst 64% indicated Tampons should be available. 63% of students replied that Pads should be made available and 63% also replied that Tampons should be available. Visitor responses were 85% and 75% respectively. These two product types were the most popular selections during the consultation process.

42% of staff, 48% of students and 50% of visitors also indicated a preference for Panty Liners whilst only 3% of staff, 15% of students and 10% of visitors expressed a preference for reusable products. 56% of staff and students and 50% of visitors replied that feminine wipes and spare underwear/tights should also be available. Only 3% of staff wanted availability of a menstrual cup, with 19% of students and 20% of visitors choosing this option.

As a result of the consultation and in conjunction with Departmental guidance the College will continue to offer the aforementioned 4 product types to students but will also extend these products to staff and visitors as well as the addition of Panty Liners and Feminine Wipes to ensure a suitable range of products and absorbencies are available. Products will be available in all female, unisex and accessible toilet facilities within the College premises. Free period products will be available at all times when the building is in use.

Products will be available in their original outer packaging located in the above-mentioned toilet facilities. Stock levels of each product type will be checked on a regular basis by cleaning staff in consultation with the College First-Aider. Information on toxic shock syndrome will be made available in each dispensing location.

In line with Departmental guidance the availability and locations of free period products within the College will be advertised at the entrance lobby of the College and on notice boards in order to respect the dignity, privacy and confidentiality of individuals. This Statement of Arrangements document detailing the provision of free period products within the College will be published on the College website, in the RSE Policy and also be accessible to staff internally on Private Folder 1. It will also be displayed on general notice boards positioned throughout the College.

The Arrangements – other details

Free period products, supplied within the College will be procured through current financial and administrative procedures with funding received from the Period Dignity scheme.

Publicising the Arrangements

How will the SPSB publicise the availability of free products-

Information posters detailing the availability and location of free period products will be created and displayed on noticeboards throughout the College. This information will also be publicised through Assemblies and 'Focus of the Week' presentations. All relevant literature will highlight both the availability of products and also that the provision is free to users.