

FREE PERIOD PRODUCTS – STATEMENT OF ARRANGEMENTS

Introduction

In accordance with the Period Products (Free Provision) Act (Northern Ireland) 2022, a variety of free period products have been available to GTCNI staff and visitors, effective 17th June 2024.

In preparation for this provision, staff were consulted on ways in which product users ought to be able to obtain period products free of charge, the location of same and the types of products required.

Products are located in the ladies' toilets on the 4th floor.

Toxic Shock Syndrome advice is located close to the products.

The supply of such products will be overseen by the Interim Chief Executive's Executive Assistant, purchased on a VFM and safety basis by GTCNI's Finance & Premises Officer and restocked as the need arises.

STATEMENT ON ARRANGEMENTS FOR THE PROVISION OF FREE PERIOD PRODUCTS

Details of Specified Public Service Body:

General Teaching Council for Northern Ireland (GTCNI) – the professional body for teachers in Northern Ireland

Name of Specified Public Service Body:

General Teaching Council for Northern Ireland

Main Address of Specified Public Service Body:

4th Floor, Albany House, 73-75 Great Victoria Street, Belfast. BT2 7AF

Sites where free period products are available:

Products are available in the ladies' toilets on the 4th floor.

Publication Details

Date of first publication: 17 June 2024, HR Policy Document available in HR Resources for Staff on GTCNI shared network drive.

Dates of subsequent publication: Annual Review

Where will this Statement be published? On GTCNI's website.

Details of Consultation Carried Out: As above – by correspondence via staff email and in-person at a number of weekly staff meetings.

WHEN was a consultation carried out? 29th May – 4th June 2024

WHO was consulted? Product users.

HOW did the consultation process establish:

- i. the ways in which products users ought to be able to obtain free period products?
- ii. the locations in the SPSBs premises in which period products ought to be obtainable free of charge?
- iii. the types of period products which ought to be available?

Products are freely available to staff members (and visitors to GTCNI) and are located in the 4th floor ladies' toilets.

There will be a variety of products as per staff consultation.

HOW has the consultation process had regard to:

- i. dignity, privacy and confidentiality of product users
- ii. articles which are reusable

Staff have been advised that these products are located in the private ladies' toilets.

Staff were asked if there is a requirement for reusable items. There is not a need from those consulted.

Products made available include tampons, pantyliners, period pads and wipes.

The Arrangements

What arrangements are being put in place as a result of the consultation?

Free period products for GTCNI staff and visitors are available in the 4th floor ladies cloakroom.

GTCNI is a small organisation and staff were consulted by email.

As per Departmental Guidance, the products will be in an area which will respect the dignity, privacy and confidentiality of staff. Staff can access the products as needed, without having to ask anyone.

There will be a variety of products available after consultation with product users on what is required.

The products will be situated beside the sinks in the 4th floor ladies cloakroom, they will remain there permanently and will be readily available to product users. A notice on Toxic Shock Syndrome has also been placed directly above the products.

Products will be available at all times and the Interim Chief Executive's Executive Assistant will 'top up' when needed.

The Arrangements – other details

Advice on Toxic Shock Syndrome will be located near the supplies for safety information.

Procurement will be made through GTCNI's Finance & Premises Officer who will ensure VFM.

Staff have been informed at staff meetings and by email of the free availability of the products and it will also be noted on GTCNI's website. Visitors will be advised that the products are located in the 4th floor cloakroom and freely available.