



Changing Places Ireland Registration Form

Accessibility for all ...

Thank you for installing a Changing Places toilet.

- Once you have completed and returned this form, your facility details will be assessed by Changing Places Ireland. Where the facility fully meets the essential requirements below it can be listed as a Changing Places Ireland toilet with details on the Changing Places Ireland website.
- The checklist is based on the requirements of **BS8300 18.6 Changing Places Toilets and the [Changing Places UK Consortium Practical Guide](#)**. Please refer to the Changing Places UK guide for further information and clarification on dimensions, equipment, and standards.
- Many people need to be able to access a Changing Place. They depend on a Changing Place providing a toilet with more space and the right equipment to use the toilet in safety and comfort. Thank you for installing a Changing Places toilet.

Person responsible for facility

Your name:

Your email:

Your phone number:

Venue details

Name of venue:

Type of venue:

Location/address of venue (incl. Eircode):



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Opening Hours

Please tell us the opening hours of this venue:

Monday till Friday:

Saturday/ Sunday:

Public Holidays:

Contact details of venue to appear on the website.

Telephone:

Email:

Website:

Twitter:

Plan and Photos of Changing Place

Please include a plan of the Changing Place indicating room dimensions, door location and width, and the position of fittings and equipment. Please include 3-5 landscape photos of the facility, for example, photos showing the layout and equipment inside the facility, outside the facility including any signage and the approach to the facility.

Plan and Photos attached (Tick below)

Yes No

Once completed, please return this form to info@inclusionireland.ie or post to Inclusion Ireland, Unit C2, The Steelworks, Foley Street, Dublin 1.

Declaration: I am registering this toilet on the basis that it meets the Changing Places standards and I hereby certify that the information provided below is correct. If any of the information below changes, I understand that it is the responsibility of the venue to update Changing Places Ireland.

Name:	Date:
Signature:	(If sent in by email, type name)



Changing Places Ireland - Self Assessment Checklist

1. Planning and Design

Strategic Plan for location and venue	<input type="checkbox"/>
Space at least 3m x 4m -12sqm available	<input type="checkbox"/>
Stakeholders consulted and appropriate design	<input type="checkbox"/>
Consulted appropriate professionals	<input type="checkbox"/>
Obtained statutory consents – planning etc.	<input type="checkbox"/>
Complies with BS 8300 18.6 Changing Places Toilets and the Changing Places UK Consortium Practical Guide	<input type="checkbox"/>
Separate standard wheelchair toilet also available	<input type="checkbox"/>

2. Room Layout

Direct access from door to maneuvering space	<input type="checkbox"/>
Clear 1800-2000mm wheelchair turning area	<input type="checkbox"/>
Equipment positioned to max maneuvering space	<input type="checkbox"/>
Room for assistant on either side of toilet	<input type="checkbox"/>
Privacy curtain or screen	<input type="checkbox"/>
Accessible routes to facility	<input type="checkbox"/>
Clear signage indicating location of CP	<input type="checkbox"/>
Clear information about access arrangements	<input type="checkbox"/>
Clear instructions for use of sling	<input type="checkbox"/>
Changing Places toilet clearly identified with signage to include the Changing Places Ireland logo.	<input type="checkbox"/>





3. Equipment and Environment Checklist

3.1 Pre-visit Information – available to public	
Location	<input type="checkbox"/>
How to access facility	<input type="checkbox"/>
Working capacity of the hoist and bench	<input type="checkbox"/>
Hoist compatibility with slings	<input type="checkbox"/>
Confirm slings not provided	<input type="checkbox"/>
Availability of shower facilities (desirable in managed facilities, otherwise optional)	<input type="checkbox"/>
Pre-visit information available to public on website	<input type="checkbox"/>
3.2 Door	
Visually contrasting door and adjacent wall, clear CP signage	<input type="checkbox"/>
Minimum 1000mm effective clear width, should be outward opening	<input type="checkbox"/>
Coat hooks on the inside at 2 heights, 1050 and 1400mm	<input type="checkbox"/>
3.3 WC	
Peninsular toilet (space either side), at least 1000mm from the nearest wall as measured from the midpoint of the toilet - to allow for carers to assist on either/both sides)	<input type="checkbox"/>
Seat height 480mm from floor	<input type="checkbox"/>
Comfortable back rest – may use close coupled cistern as a back rest	<input type="checkbox"/>
Toilet paper within reach	<input type="checkbox"/>
Retractable wall mounted or free-standing folding screen	<input type="checkbox"/>
Colostomy shelf within reach of the WC, 950mm from floor, may use flat top cistern shelf	<input type="checkbox"/>
Sanitary towel dispenser	<input type="checkbox"/>



Equipment and Environment Checklist continued	
3.4 Grabrails and drop-down support rails	
Contrast visually with background	<input type="checkbox"/>
Drop down grab rails either side and upper rail	<input type="checkbox"/>
Vertical grabrails	<input type="checkbox"/>
3.5 Washbasin	
Height adjustable power operated wash hand basin	<input type="checkbox"/>
Clear knee space underneath	<input type="checkbox"/>
Large bowl with reachable taps	<input type="checkbox"/>
Level surface either side for armrests	<input type="checkbox"/>
Lever mixed tap	<input type="checkbox"/>
Instructions and controls easily visible, easy reach, easy follow	<input type="checkbox"/>
Height adjustment pressure sensitive safety override, to detect obstruction underneath	<input type="checkbox"/>
3.6 Hand Drying	
Automatic dryer near basin (low noise)	<input type="checkbox"/>
Paper towels in addition	<input type="checkbox"/>
Hand drying facilities 800-1000mm from ground, contrast against surroundings	<input type="checkbox"/>
3.7 Privacy Screen	
Free-standing or wall-mounted screen provided	<input type="checkbox"/>
Folds away without obstructing other equipment	<input type="checkbox"/>
Privacy screen must have wipe-down surface	<input type="checkbox"/>



Equipment and Environment Checklist continued

3.8 Ceiling-track Hoist	
Full room coverage	<input type="checkbox"/>
Minimum 200kg, greater capacity recommended	<input type="checkbox"/>
Minimum ceiling height 2.4m	<input type="checkbox"/>
Ceiling lights and alarms recessed	<input type="checkbox"/>
Sling compatibility information provided – should have broad compatibility	<input type="checkbox"/>
Instructions and working load clearly visible and easy to understand	<input type="checkbox"/>
Return to charge feature and charging location instructions	<input type="checkbox"/>
Hoist should conform to BS EN 10535	<input type="checkbox"/>
3.9 Changing Bench	
Free-standing or wall-mounted	<input type="checkbox"/>
Minimum 1800mm long	<input type="checkbox"/>
Adjustable height 300mm to 1000mm from floor level, power-operated	<input type="checkbox"/>
Minimum working load 200kg, higher recommended	<input type="checkbox"/>
Instructions for use and working load clearly displayed	<input type="checkbox"/>
Comfortable surface for changing or showering (shower optional – see below)	<input type="checkbox"/>
Wide paper roll dispenser by bench	<input type="checkbox"/>
3.10 Mirror	
Full-length, minimum 600mm wide and 1000mm tall	<input type="checkbox"/>
Lower edge should not start at floor but should not be higher than 600mm	<input type="checkbox"/>



Equipment and Environment Checklist continued

3.11 Shower (required in managed facilities, desirable in other facilities)	
Non-slip, wet room floor design	<input type="checkbox"/>
Level slip-resistant flooring	<input type="checkbox"/>
Shower unit with detachable head close to head of changing bench	<input type="checkbox"/>
Changing/showering bench, integral water collection tray, waste outlet, hose	<input type="checkbox"/>
3.12 Shower seat - if provided	
Shower seat with backrest and supporting grabrail (free-standing bench considered)	<input type="checkbox"/>
Minimum safe working load 200kg, higher recommended	<input type="checkbox"/>
3.13 Bin	
Large sanitary disposal bin (not narrow type)	<input type="checkbox"/>
Recessed where possible, not under changing bench or transfer space (if possible, in existing building)	<input type="checkbox"/>
Within easy reach of toilet	<input type="checkbox"/>
3.14 Alarm System	
Audible with indicator light, linked to staffed area	<input type="checkbox"/>
Alarm pull cords	<input type="checkbox"/>
Contrasting reset button located near alarm and easy to find	<input type="checkbox"/>
Clear response policy for responding to alarms	<input type="checkbox"/>



Equipment and Environment Checklist continued

3.15 Environment Checkpoints

Comfortable and welcoming	<input type="checkbox"/>
Visually contrasting fittings	<input type="checkbox"/>
Clear instructions and signage	<input type="checkbox"/>
Appropriate heating, must not cause obstruction or risk of accidental burns	<input type="checkbox"/>
Even lighting, 300 lux over bench, avoid downward lighting over bench, no timers	<input type="checkbox"/>
Water temperatures meet safety standards	<input type="checkbox"/>
Good ventilation, low noise	<input type="checkbox"/>
Non-slip flooring	<input type="checkbox"/>
Installed services recessed so not to reduce space requirements	<input type="checkbox"/>

4. Operational Management - Tick to confirm you understand and commit to the requirements set out when the Changing Place is operational.

At a managed setting – staff on call (a significant consideration)	<input type="checkbox"/>
Disability awareness and training for staff	<input type="checkbox"/>
Carrying out a risk assessment	<input type="checkbox"/>
Displaying clear instructions and information about equipment	<input type="checkbox"/>
Information on availability and location	<input type="checkbox"/>
Regular cleaning	<input type="checkbox"/>
Equipment maintained and inspected in accordance with manufacturer’s instructions	<input type="checkbox"/>
Security and access arrangements	<input type="checkbox"/>
Management and maintenance plan	<input type="checkbox"/>