



LANEY COLLEGE
 900 Fallon Street, T-213
 Oakland, California 94607

SOP Number:
 BUS. 6.95
Previous SOP: N/A
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STANDARD OPERATING PROCEDURE

DEPARTMENT:	Business Administrative Services	TITLE:	Non-Discriminatory Restroom Facility Access
PURPOSE	To ensure safety and equal access to restroom facilities to all individuals regardless of ability, sex, or gender identification.		

Consistent with the Americans with Disabilities Act, the Peralta Community College District's Non-Discrimination Policy, and Laney College's commitment to diversity, all individuals deserve to be treated with respect and dignity, including while involved in basic human activities as using a public restroom.

PROCEDURE	
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- All restroom facilities are to be open during campus business hours, including the staff restroom adjacent to the A Building breezeway.
- If any restroom facilities are out of order, appropriate signage will be placed to direct individuals to the next closest facility.
- If any individual with a disability reports access to a restroom facility causes them difficulty, discomfort or otherwise presents a barrier to equal access, the Disabled Students Programs and Services (DSPS) department in collaboration with the Business Office will provide access to another restroom facility in close proximity to the classroom or office under reasonable terms and conditions.
- For special events outside of regular business hours, on-site facility event supervisors and security will ensure restrooms are open and available and students may independently contact the Disabled Students Programs and Services (DSPS) department in advance of such events to ensure that the restroom will be open.
- Signs will be placed in each restroom facility to provide contact information for reporting if the restroom facilities need attention. Follow-up to these requests will be managed by the Business Services Office.
- Each gender-neutral and disabled access restroom will have appropriate signage displayed on the entryway.
- Signs will be placed in each restroom facility providing a map of all available gender-neutral restroom facilities.
- In all new construction, the College will consider design of all-gender or multi-user restrooms and utilize these opportunities to generate larger conversations about the relationship between environmental design, the human body and social equity.

Last Edits:	August 2019		
Responsible:	Director of Facilities & College Operations	Approved by:	College President
Date for Review:	May 2020	File Ref:	
Previous Titles:			