# USE OF SENSORY ROOM STATEMENT Template

## FOR SCHOOL USE

Schools that have a sensory room must develop a statement that articulates how the sensory room is to be used, consistent with the Department’s [Sensory Rooms](https://www2.education.vic.gov.au/pal/sensory-rooms/policy) policy.

A Sensory Room Statement does not over-ride the Department’s [Sensory Room policy](https://www2.education.vic.gov.au/pal/sensory-rooms/policy). It should highlight key aspects of the policy for school staff; allow for some local contextualisation and provide a transparent way for schools to inform their community how their sensory room is used.

Note: the template is a **sample only** document and needs to be customised for your school setting.

## Contact

Principal Behaviour Support Adviser

Inclusive Education Professional Practice

Schools and Regional Services

Email: restraint.seclusion@education.vic.gov.au

## [EXAMPLE] SCHOOL STATEMENT – USE OF SENSORY ROOM

### Purpose

The purpose of this statement is to articulate how the sensory room is to be used in [Example] school, consistent with the Department’s [Sensory Rooms](https://www2.education.vic.gov.au/pal/sensory-rooms/policy) policy.

### Scope

This statement applies to Room/s [ENTER ROOM NUMBER/S OR OTHER IDENTIFICATION] at [Example] School.

This statement should be read in conjunction with the Department’s Sensory Rooms policy. It does not replace or change the obligations of staff at [Example] School.

Definition: A sensory room is a controlled and intentionally created space that provides multi-sensory resources to support a student’s sensory needs to enable them to engage in learning.

### Statement

Room/s [ENTER ROOM NUMBER/S OR OTHER IDENTIFICATION] are to be used consistent with the Department’s Sensory Rooms policy.

|  |  |
| --- | --- |
| [Example] School staff understand the Department’s Sensory Rooms policy and that: | Endorsed |
| An Occupational Therapist with relevant expertise was consulted in the design of the sensory room |  |
| Sensory rooms are to support the learning needs of students who have been assessed by an Occupational Therapist as having sensory needs |  |
| Every student using a sensory room has an Individual Education Plan (IEP) which includes how the sensory room contributes to their learning |  |
| Sensory rooms are not used reactively in response to problem, challenging, or maladaptive behaviour |  |
| Students are actively supervised and engaged in sensory activities by staff when in sensory rooms |  |
| Equipment in sensory rooms are in good working order, clean and safe to use |  |

### Review cycle and evaluation

This statement was last updated on [INSERT DATE] and is scheduled for review on [INSERT DATE] or earlier as required.