

ADMINISTRATIVE PROCEDURE

Students

Sensory Rooms

STU #29

Revised: January 2025

Background

A sensory room is designed to provide a controlled environment where individuals can use sensory stimuli to either calm down or stimulate their senses, depending on their needs. Some reasons for the use of a sensory room include:

- Sensory regulation
- Stress relief
- Enhance focus and concentration
- Emotional regulation
- Physical and cognitive development
- Restorative or rejuvenation
- Social interaction

Staff should receive guidance on the purpose and use of a sensory room from a divisional Occupational Therapist (OT). A staff member should introduce a student to the sensory room, who will review the proper and safe use of all sensory equipment. The school staff will determine the level of independence based on each student's needs and abilities.

Procedures

1. Access and Safety:

CTR intends to provide the best possible care and ensure the welfare, safety, and security of all students and staff involved.

- Maximum occupancy will be dependent on the size of each sensory room and will be scheduled appropriately.
- Students should always be monitored in the sensory room. The level of independence will be determined for each student.
- Students will access sensory rooms voluntarily in discussion with a staff member.
- If an emergency arises, ensure the individual supervising emergency personnel to follow safety procedures.
- Each room must have a line of sight into the room for the safety and well-being of all students and staff.
- Each room must have telephone and PA access in the event of an emergency.

2. Universal Sensory Support

- Weighted items such as lap pads and shoulder pads are considered universal tools and may be used without specific OT recommendations.

3. Targeted Sensory Supports

- Compression vests, weighted vests, weighted backpacks, and weighted blankets are considered targeted support and require:
 - OT recommendation.
 - Parental consent.
 - Inclusion in the student's Individualized Program Plan (IPP).
 - Appropriate weight and fit assessment as determined by OT.
 - Gradual introduction with monitoring.
- Important Considerations for Targeted Supports:
 - The use of these items must follow strict guidelines to ensure safety and effectiveness. Each child's needs are unique, and decisions regarding their use should be based on a comprehensive evaluation by an OT.
 - The use of these items must effectively support student well-being.

4. Care Procedures

- Any additional medical/behaviour plans need to be accessible and should be shared with all service providers and staff members.
- All equipment must be kept clean using daily disinfectant according to the recommended cleaning schedule.
- Damaged equipment must be immediately removed from the room for repair.
- Equipment must be switched off after use.
- The room must be tidied after each use.