



# BRANSBY PRIMARY SCHOOL

## ACCESSIBILITY PLAN

### 2023 – 2026

| Approved by <sup>1</sup>   |  |             |    |
|----------------------------|--|-------------|----|
| Name:                      | Joanne Fearon  |             |    |
| Position:                  | Headteacher  |             |    |
| Signed:                    |  A handwritten signature in black ink that appears to read 'Joanne Fearon'. |             |    |
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| Review date <sup>2</sup> : | September 2026   |             |    |

KAHSC v8 - September 2023

<sup>1</sup>The Governing Body are free to delegate approval of this document to a Committee of the Governing Body, an individual Governor or the Head Teacher

<sup>2</sup>This document should be reviewed every 3 years

## REVIEW SHEET

The information in the table below details earlier versions of this document with a brief description of each review and how to distinguish amendments made since the previous version date (if any).

| Version Number | Version Description  | Date of Revision/Review |
|----------------|--|-------------------------|
| 1              | Original   | March 2012              |
| 2              | Front Cover ONLY updated to take account of revised Statutory Policy Guidance issued by the DfE                  | January 2013            |
| 3              | Reformatted only   | February 2014           |
| 4              | Reformatted only   | February 2015           |
| 5              | Reformatted only   | May 2017                |
| 6              | Very minor updates AND 'Date Complete' added to all Action Plans (Appendices)                                    | September 2018          |
| 7              | Reviewed – links checked   | October 2019            |
| 9              | Reviewed with minor restructuring and updated to include information relating to the Public Sector Equality Duty | September 2023          |
|                | Reviewed – minor formatting changes, no change to content  | September 2024          |
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[Appendix A\(i\)](#)      Template Plan (Improving Access to the Curriculum)

[Appendix A\(ii\)](#)      Template Plan (Improving Access to the Physical Environment)

[Appendix A\(iii\)](#)      Template Plan (Improving Access to Written Information)

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## 1. Introduction

The Equality Act 2010 replaced all previous equality legislation such as the Race Relations Act, Disability Discrimination Act (DDA) and Sex Discrimination Act.

The Equality Act 2010 provides a single, consolidated source of discrimination law, covering all the types of discrimination that are unlawful. It simplifies the law by removing anomalies and inconsistencies that had developed over time in the existing legislation, and it extends the protection from discrimination in certain areas.

The law on disability discrimination is different from the rest of the Act in several ways. The overriding principle of equalities legislation is generally one of equal treatment. However, the provisions in relation to disability are different in that you may, and often must, treat a disabled person more favourably than a non-disabled person.

There are some minor differences around disability in the new Act when compared with the previous legislation.

- The Equality Act does not list the types of day to day activities which a disabled person must be unable to carry out to meet the definition.
- Failure to make a reasonable adjustment can no longer be justified. The fact that it must be 'reasonable' provides the necessary test.
- Direct discrimination against a disabled person can no longer be justified (bringing it into line with the definition of direct discrimination generally).
- From September 2012 schools and local authorities are under a duty to supply auxiliary aids and services as reasonable adjustments where these are not being supplied through a statement of SEND.

As in previous legislation a school must not discriminate against a pupil because of something that is a consequence of their disability.

It is unlawful for a school to treat a disabled pupil unfavourably. Such treatment could amount to:

- Direct discrimination
- Indirect discrimination
- Discrimination arising from a disability
- Harassment

Direct discrimination can never be justified but a school could justify indirect discrimination against a disabled pupil, and discrimination arising from a disability, if the discrimination is the result of action that is a 'proportionate means of achieving a legitimate aim'.

## 2. Definition of disability

Under the Equality Act 2010: a person has a disability if:

- They have a physical or mental impairment,
- The impairment has a substantial and long-term adverse effect on their ability to perform normal day-to-day activities.

For the purposes of the Act, these words have the following meanings:

- 'Substantial' means more than minor or trivial.
- 'Long-term' means that the effect of the impairment has lasted or is likely to last for at least twelve months (there are special rules covering recurring or fluctuating conditions).
- 'Normal day-to-day activities' include everyday things like eating, washing, walking and going shopping.

People who have had a disability in the past that meets this definition are also protected by the Act.

It should be noted that this definition is *not just regarding physical difficulties* but also covers a wide range of:

- Sensory difficulties
- Learning difficulties

- Impairment resulting from, or consisting of, a mental illness

In addition, there is a range of 'hidden impairments' such as

- Dyslexia
- Speech and Language Impairments
- Autism
- Attention Deficit Hyperactivity Disorder (ADHD)

Impairment does not itself mean that a pupil is disabled, but rather it is the effect on the pupil's ability to carry out normal day-to-day activities in one or more of the following areas that has to be considered:

- Mobility
- Manual dexterity
- Physical coordination
- Continence
- Ability to lift, carry or otherwise move everyday objects
- Speech, hearing or eyesight
- Memory or ability to concentrate, learn or understand
- Perception of risk of physical danger

#### **Progressive conditions considered to be a disability**

There are additional provisions relating to people with progressive conditions. People with HIV, cancer or multiple sclerosis are protected by the Act from the point of diagnosis. People with some visual impairment are automatically deemed to be disabled.

#### **Conditions that are specifically excluded**

Some conditions are specifically excluded from being covered by the disability definition, such as a tendency to set fires or addictions to non-prescribed substances.

### **3. Reasonable adjustments**

We have a duty to make reasonable adjustments for disabled pupils:

- When something we do places a disabled pupil at a substantial disadvantage to other pupils, we must take reasonable steps to avoid that disadvantage.
- We will be expected to provide an auxiliary aid or service for a disabled pupil when it would be reasonable to do so, and where such an aid would alleviate any substantial disadvantage that the pupil faces in comparison to their non-disabled peers.

A failure to make a reasonable adjustment can no longer be justified. The test is whether the adjustment is reasonable, and if it is, then there can be no justification for why it is not made. We will not be expected to make adjustments that are not reasonable.

The Act does not set out what would be a reasonable adjustment or a list of factors to consider in determining what is reasonable, however, the Equality and Human Rights Commission (EHRC) provides further guidance in its publication [EHRC Reasonable adjustments for disabled pupils](#). It will be for us to decide the reasonableness of adjustments based on the individual circumstances of each case. Factors to consider may include the financial or other resources available, the effectiveness of the adjustment, its effect on other pupils, health and safety requirements, and whether aids have been made available through the SEND route.

The reasonable adjustments duty is intended to complement the accessibility planning duties, and the existing SEND statement provisions, under which Local Authorities are required to provide auxiliary aids and services where a statement details that provision. When a disabled pupil does not have a statement of SEND (or the statement does not provide the necessary aid) then the duty to consider reasonable adjustments and provide such auxiliary aids will fall to the school.

Under the Equality Act we do not have a duty to make alterations to the physical environment though we should be planning to do so as part of our accessibility planning.

## 4. Public sector equality duty (PSED)

The Public Sector Equality Duty (PSED) (section 149 of the Equality Act) came into force on 5 April 2011. The Equality Duty applies to public bodies (including schools) and others carrying out public functions. It supports good decision-making by ensuring public bodies consider how different people will be affected by their activities, helping them to deliver policies and services which are efficient and effective; accessible to all; and which meet different people's needs.

The PSED is supported by specific duties, set out in regulations which came into force on 10 September 2011. The specific duties require public bodies to

- publish relevant, proportionate information demonstrating their compliance with the Equality Duty at least annually; and
- set and publish measurable equality objectives, at least every four years.

All information must be published in a way which makes it easy for people to access it and the published information must show that the public body had due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and any other conduct prohibited by the Act;
- advance equality of opportunity between people who share a protected characteristic and people who do not share it; and
- foster good relations between people who share a protected characteristic and people who do not share it.

These are generally described as the three aims of the Equality Duty. Our accessibility plan has been developed to help us to effectively meet our obligations under the PSED and ensure that users of our service who have a disability are not disadvantaged when accessing our curriculum, physical environment or the information which we provide.

## 5. Aims of the accessibility plan

We strive to ensure that the culture and ethos of the school are such that, whatever the abilities and needs of members of the school community, everyone is equally valued and treats one another with respect. Pupils should be provided with the opportunity to experience, understand and value diversity.

In BRANSTY PRIMARY School, we have a commitment to equal opportunities for all members of the school community and our Accessibility Plan outlines our intention to remove barriers for disabled pupils and to:

- Increase the extent to which disabled pupils can participate in the different areas of the national curriculum.
- Increase access to extra-curricular activities and the wider school curriculum.
- Improve the physical environment of schools/settings to enable disabled pupils to take better advantage of education, benefits, facilities and services provided; and
- Improve the availability of accessible information to disabled pupils.

This Accessibility Plan will, therefore, **begin the process of addressing the needs of disabled people** through specific targets. Attached is a set of action plans showing how the school will address the priorities identified in the plan. The Action Plan for physical accessibility relates, in part, to the Asset Management Plan (access section) of the School, which is undertaken regularly by the Local Authority. It may not be feasible to undertake some of the works during the life of this Accessibility Plan and therefore some items will roll forward into subsequent plans. The Plan will be revisited prior to the end of each first three-year plan period in order to inform the development of the new Plan for the following period.

## 6. Key objectives

The key objectives of our Accessibility Plan are as follows:

- To reduce and eliminate barriers to access to the curriculum and to full participation in the school community for pupils, and prospective pupils, with a disability.

- We are committed to providing a fully accessible environment which values and includes all pupils, staff, parents and visitors regardless of their education, physical, sensory, social, spiritual, emotional and cultural needs. We are committed to challenging negative attitudes about disability and accessibility and to developing a culture of awareness, tolerance and inclusion.
- We are committed to providing all pupils with a broad and balanced curriculum, differentiated and adjusted to meet the needs of individual pupils and their preferred learning styles; and we endorse the key principles in the National Curriculum Framework ([Click here to access](#)) which underpin the development of a more inclusive curriculum:
  - Setting suitable learning challenges.
  - Responding to a pupil's diverse learning needs.
  - Overcoming potential barriers to learning and assessment for individuals and groups of pupils.

## 7. Contextual information

- Bransty is a smaller than average sized primary school on the outskirts of Whitehaven with a mixed catchment area. It serves an area that includes some significant social deprivation and council housing.
- The current number on roll is 195. This is the highest on roll for over 3 years but the school has had a significant increase in the early years.
- Pupils are taught in seven classes: Nursery, Reception, Reception and Year 1 together, Years 1 and 2 together, Years 3 and 4 together, Years 4 and 5 together and finally Years 5 and 6 together.
- The school offers daily Nursery provision and flexible wrap around care.
- The school offers both before and after school clubs on the school site with a varied timetable of clubs to attract all pupils including those with SEND. There is also a homework facility if pupils need further support or resources.
- There are a higher percentage of boys than girls in the school, for example in Year 4 there are 23 boys and 5 girls.
- The proportion of pupils eligible for free school meals is above average.
- The proportion of pupils for whom the school receives the pupil premium is higher than the national average.
- The large majority of pupils are White British and the proportions of pupils who are EAL are well below national average.
- The school has identified that we have, as at the start of the academic year 2023, 10 students regarded as disabled under the terms of the DDA. These can be grouped as: hearing impaired 2 ; physical mobility problems (cerebral palsy )2 ; visual impairment 1 (blind); Autistic Spectrum Condition: 2; epileptic 3(Acquired Brain Injury 1); Downs Syndrome 1; Treacher Collins with HI/VI/S&L and complex medical needs 1 . (These children have complex needs so are listed in more than one category).
- Our annual development plan takes into account the needs of our diverse student population as well as the needs of its wider community.
- 1 student with a disability currently in feeder nursery who may wish to come here have been identified through dialogue with the Local Authority agencies tasked with supporting those students in its area with disabilities.

In order to ensure that our data is up to date and accurate we will:

- liaise with the Local Authority so as to identify and therefore plan a response to students with a disability well before they arrive;
- implement a system that allows parents to inform us if they themselves have a disability;
- identify early on in their school career any obstacles to the effective learning of disabled students;
- use all available data to inform the planning of individual student learning patterns;
- use information supplied via previous LA Asset Management/Accessibility Audits to assist us to develop an action plan to reduce obstacles for the school community.

- Attendance is 95.4% compared to 96% nationally. Several new initiatives that have been introduced have had an impact but last year there was a large proportion of medical related absenteeism with SEND pupils (see absence analysis).
- The number of pupils joining the school at times other than Reception continues to increase.
- The proportion of pupils supported at school action is average.
- The proportion of pupils supported by school action plus or with an EHCP of special educational needs is well above average.
- Bransty Primary School is a strategic resource for hearing impaired pupils for the County. The SENCo is also Teacher of the Deaf.
- All SEND children are included in school trips, residential, sports day etc. and staff take great effort in ensuring equality and inclusion is at the heart of all school decisions.
- Where a pupil is identified as having SEND, Bransty School will take action to remove barriers to learning and put effective provision in place.
- Every teacher is a teacher of every child or young person including those with SEND.
- We work in partnership with other agencies and include and value the contributions of our families to deepen our understanding of equality and diversity.
- School ensures children with EAL are monitored and have opportunities to develop their language through additional small group work eg Talk Boost, pre-teaching groups etc.
- The school is a Victorian single storey building, built around a courtyard, with full access for wheelchairs around the school and through external doors (ramps and handrails are installed.)
- School has a room with disabled toilet, changing bed and with a sink accessible for wheelchairs. There is a static and mobile hoist. Specialist walkers and a standing frame are stored here. Children use this room daily. Staff are trained in the use of this equipment.
- Staff adapt and produce documents and teaching resources for a child who is blind using a Mountbatten Brailler and we will be upgrading this equipment in the near future. The blind child used specially adapted Year 2 SATs papers last year.
- We have a group of trained staff to look after a child who has a tracheostomy and is peg fed. Staff need to have resuscitation equipment with them at all times. Staff are currently learning to use a 'talker' as an augmentative form of communication to enable this child to be understood.
- We have a Communication Support Worker using BSL (Level 2) with a profoundly deaf child. Many staff have BSL level 1 and we hold signing classes to encourage all children to use BSL.
- Children with SEND are included in all relevant aspects of the curriculum within their year group and provided with individual/small group teaching when content is not accessible

## 8. Development of the plan

### 8.1 Vision and values

#### Bransty Primary School

- has high ambitions for its disabled pupils and expects them to participate and achieve in every aspect of school life;
- is committed to identifying and then removing barriers to disabled students in all aspects of school life;
- values the individual and the contribution they make to all aspects of school life;
- will strive to ensure that its disabled pupils have access to all areas of the curriculum and teaching resources so as to develop fully in their education;
- acknowledges a commitment to embrace the key requirements set out in the National Curriculum Inclusion Statement;
- will continue to focus on removing barriers in every area of the life of the school;
- is committed to embracing equal opportunities for all members of the school community.
- provides a secure and accessible environment in which all our children can flourish.
-

## 8.2 Information from pupil data and school audit

- The proportion of pupils supported by school action plus or with an EHCP of special educational needs is well above average.
- **Bransty Primary School is a strategic resource for hearing impaired pupils for the County. The SENCo is also Teacher of the Deaf.**
- All SEND children are included in school trips, residential, sports day etc. and staff take great effort in ensuring equality and inclusion is at the heart of all school decisions.
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- Children with SEND are included in all relevant aspects of the curriculum within their year group and provided with individual/small group teaching when content is not accessible.

## 8.3 Views of those consulted during the development of the plan

Bransty Primary School will:

- ensure the development of the plan involves coordination with the Local Authority in line with the LA Accessibility Strategy and ensure that Bransty Primary School provides the best choices for students wanting to enrol here;
- consult the full governing body/SEND governor/relevant sub-committee;
- consult staff including specifically SENCo, heads of year/department, safety committee;
- set up a structure to allow the views of students, both able and disabled to be taken into account;
- survey parents/carers to ascertain their views on our provision for disabled students and any developments they feel would be of use to the students and also offer parents alternative ways of answering the survey;
- involve outside agencies who already exist to assist disabled students in their education and future careers;
- ensure the views of ALL those consulted are taken into consideration and the plan modified where reasonable to meet the needs of stakeholders;
- 

## 9. Scope of the plan

### 9.1 Increasing the extent to which disabled pupils can participate in the school curriculum

Bransty Primary School *Leadership Team will undertake a disability audit using a cross section of staff, pupils and parents.*

- To investigate how the access to those areas of the curriculum that are normally difficult for disabled students to access can be improved;
- To further investigate what support or alternative approaches can be adopted to increase the choice/participation of disabled students;

- To investigate alternative provision/routes and collaboration that will assist disabled students to learn including liaison with the LA Special Educational Needs and Disabilities (SEND) Statementing and Provision Team.

We plan to increase access to the **curriculum** for pupils with a disability, expanding the curriculum as necessary to ensure that pupils with a disability are as, equally, prepared for life as are the able-bodied pupils. This covers teaching and learning and the wider curriculum of the school such as participation in after-school clubs, leisure and cultural activities or off-site visits. It also covers the provision of specialist **aids and equipment**, which may assist these pupils in accessing the curriculum. The school will continue to seek and follow the advice of LA services, such as specialist teacher advisers and SEND inspectors/advisers, and of appropriate health professionals from the local NHS Trusts.

## 9.2 Improving the school's physical environment to increase the extent to which disabled pupils can take advantage of education and associated services

- In consultation with the LA (where necessary and appropriate) investigate various improvements to the site.
- Improve accessibility points to different curriculum areas.
- Investigate ways of making the site more accessible to both disabled parents and adult users.

The school will take account of the needs of pupils and visitors with physical difficulties and sensory impairments when planning and undertaking future improvements and refurbishments of the site and premises, such as improved access, lighting, acoustic treatment and colour schemes, and more accessible facilities and fittings. This is required regardless of whether the school has pupils or visitors with disabilities and is preparation for a situation when they do.

## 9.3 Improving delivery of information that is provided in writing for disabled pupils

We will strive to:

- produce all school literature at the correct font size to help visually impaired students;
- investigate alternative ways of providing access to information, software and activities;
- investigate ways of communicating effectively with disabled parents and carers and other disabled adult users of the site.

The school plans to improve the delivery of **written information** to pupils, staff, parents and visitors with disabilities. Examples include handouts, timetables, textbooks and information about the school and school events. The information will be made available in various preferred formats within a reasonable time frame. The school will make itself aware of local services, including those provided through the LA, for providing information in alternative formats when required or requested.

## 9.4 Financial planning and control

The Head teacher with Senior Management Team, together with the Finance Committee will review the financial implications of the School Accessibility Plan as part of the normal budget review process. The objective is that over time School Accessibility Plan actions will be integrated into the School Development Plan.

We will finance the plan by identifying costs and incorporating them into current and future budget commitments.

# 10. Implementation

## 10.1 Management, coordination and implementation

*Our Leadership Team will undertake a disability audit using a cross section of staff, pupils and parents.*

*As a result of the audit, we shall:*

- *produce action plans, with definite time scales for the implementation of the actions implicit in the plan;*
- *plan to provide workshops so staff can understand and buy into the Accessibility Plan and not see it as a bolt on;*

- present the plan to the governing body for their approval;
- modify the plan based on the views of stakeholders;
- review the plan and the associated action plans to see if milestones are being met. This plan will be reviewed and adjusted as necessary every three years.

## 10.2 Monitoring

We recognise that monitoring is essential to ensure that pupils with disabilities are not being disadvantaged, and that monitoring leads to action planning.

*The leadership team and the Governors will be required to comment in their annual report to parents on the accessibility plan and identify any revisions as necessary. Evaluation that may be useful to judge success may include:*

- success in meeting identified targets;
- changes in physical accessibility of school buildings;
- questionnaires, responses from stakeholders e.g. parents, pupils and staff, indicate increased confidence in the school's/setting's ability to promote access to educational opportunities for pupils with disabilities;
- improved levels of confidence in staff in reducing the obstacles to success for pupils with additional needs;
- recorded evidence that increased numbers of pupils with disabilities are actively participating in all areas of the school;
- recorded evidence that fewer pupils are being excluded from school opportunities as their needs are being more effectively addressed through the application of strategies and procedures;
- increased levels of achievement for pupils with disabilities;
- pupil responses; verbally, pictorially and written that indicate that they feel themselves to be included;
- Ofsted inspections that identify higher levels of educational inclusion.

## 10.3 The role of the LA in increasing accessibility

- provided training and awareness opportunities on issues regarding inclusion to staff, governors and parents and how this has been used in school to promote inclusion e.g. uptake of Dyslexia Friendly status, Inclusion Quality Mark, attendance on courses, use and adaptation of LA provided information, etc.;
- promoted collaboration through the provision of information aimed at sharing good practice;
- encouraged liaison between special and mainstream schools to share expertise and pupil placement;
- ensured that schools/settings are aware of support services that provide advice to schools/settings and staff;
- provided specialist help to identify ways forward in increasing the inclusion of all pupils;
- linked building adaptations to refurbishment and capital building works;
- informed schools/settings how information can be provided in a number of different formats.

## 10.4 Accessing the school's plan

- Plans could be made to investigate symbol software to support learners with reading difficulties.
- Raising awareness of font size, colour palettes and page layouts will support pupils with visual impairments.
- Auditing the school library to ensure the availability of large font and easy read texts will improve access.
- Auditing signage around the school to ensure that it is accessible to all is a valuable exercise.
- Auditing the use of, and methods of displaying, materials around the school.

*This will be done through:*

- presentation in a section on the school website open to all visitors to the site;
- mention in the head teacher's newsletter of the availability of the plan;
- open evening/parents' forum with this as a theme.

*We will ensure that the plan is available in different formats where requested. The school will achieve successful implementation of the accessibility plan with continued support in the areas of:*

- providing training and awareness opportunities to staff, Governors and parents/carers on issues regarding equality and inclusion;
- providing targeted training for particular groups of pupils/staff;

- *promoting collaboration through the provision of information and the sharing of good practice;*
- *encouraging liaison between other local schools/settings including special schools;*
- *seeking support/advice from outside the school, from services, other agencies and organisations;*
- *ensuring that the school is aware of all support services that provide advice to schools/settings and staff.*

## 11. Related policies

The Accessibility Plan should be read in conjunction with the following policies, strategies and documents :

- Curriculum Policies
- Equality Policy, Action Plan and Objectives
- Staff Training and Development Plan
- Governor Training Plan
- Health & Safety Policy and procedures
- Special Educational Needs and Disabilities
- School Behaviour Plan
- School Development Plan
- Asset Management Plan
- Complaints Procedure

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| IMPROVING ACCESS TO THE CURRICULUM   |  |   |                   |   |               |
|--|--|---|-------------------|---|---------------|
| Target   | Strategy   | Outcome   | Timeframe         | Achievement   | Date Complete |
| Revised training for all staff in teaching children with a hearing impairment.   | Hearing Impaired Service to lead training in use of transmitter and general understanding of the needs of a hearing impaired child.                              | All staff have clear understanding of the needs of hearing impaired children and how to ensure the curriculum is fully accessible to them.                                      | Autumn 2023       | Hearing impaired child is successfully included in all aspects of school life.                            |               |
| Training for staff in the identification of and teaching children with ASD and other specific learning difficulties.   | All staff attend appropriate training. Outreach provision from external agencies.  | All staff are familiar with the criteria for identifying specific needs and how best to support these children in the classroom.  | Autumn 2023       | Children with ASD are successfully included in all aspects of school life.                                |               |
| All out-of-school and extra-curricular activities are planned to ensure the participation of the whole range of pupils | Review all out-of-school and extra-curricular provision to ensure compliance with legislation  | All out-of-school and extra-curricular activities will be conducted in an inclusive environment with providers that comply with all current and future legislative requirements | Summer 2023       | Increase in access to all school activities for all disabled pupils                                       | July 2023     |
| Classrooms are optimally organised to promote the participation and independence of all pupils                         | Review and implement a preferred layout of furniture and equipment to support the learning process in individual class bases                                     | Lessons start on time without the need to make adjustments to accommodate the needs of individual pupils  | December 2023     | Increase in access to the National Curriculum   |               |
| Training for Awareness Raising of Disability Issues  | Provide training for governors, staff, pupils and parents. Discuss perception of issues with staff to determine the current status of school.                    | Whole school community aware of issues relating to Access   | July 2023         | Society will benefit by a more inclusive school and social environment                                    | July 2023     |
| Review TA deployment   | In review meetings with teaching assistants establish when they are available to support children each day that may be different to their current working hours. | Adult support is available during key times that individual children may need support i.e. lunchtimes, PE lessons, extra-curricular activities.                                 | Reviewed Annually | Children who need individual adult support to participate in some activities have access to this support. |               |

| IMPROVING ACCESS TO THE PHYSICAL ENVIRONMENT |  |  |             |        |                |               |
|--|--|--|-------------|--------|----------------|---------------|
|  |  |  |             |        |                |               |
| AMP or AA Report Ref. (if relevant)          | Item   | Activity   | Timescale   | Cost £ | Responsibility | Date Complete |
| 1  | Disabled vehicle access to school premises.  | Disabled parking bay(s) and signs needed by school office for access by parents of children with disabilities and parents or visitors who have disabilities.   | Autumn 2023 |        |                |               |
| 4  | Safe pedestrian access to school site (including for visually impaired people).  | Dropped kerbs with tactile warning surfaces to either side of main vehicle entrance where pedestrian incursion into traffic routes occurs.   | Spring 2024 |        |                |               |
| 6/11   | Pupil access to practical science.   | <ul style="list-style-type: none"> <li>▪ Rise and fall lab desk for wheelchair access</li> <li>▪ Lower unit containing sink, gas tap and electrical sockets to support access to pupils in wheelchairs</li> </ul>  | Summer 2024 |        |                |               |
| 9  | Wayfinding and access to school office   | <ul style="list-style-type: none"> <li>▪ There should be a sign indicating where people with disabilities should go.</li> <li>▪ A communication system/buzzer system to the school office at wheelchair level outside of the main entrance at the bottom of the steps so people with disabilities can indicate that they are there. (Possibly an induction loop for hearing aid users.)</li> </ul> | Spring 2024 |        |                |               |
| 32/2   | Reception and corridor decoration  | Colour contrast door frames, skirting boards, carpeting and walls  | Autumn 2024 |        |                |               |
| 29   | Accessible toilet  | To provide one unisex accessible toilet in A Block   | Summer 2024 |        |                |               |
| 18/20  | Provision of induction loops   | Reception to Y6  | Autumn 2024 |        |                |               |
| 24   | Improve Reception facilities   | The counter is lowered to a maximum height of 800mm, with knee-space under.  | Summer 2024 |        |                |               |
| 31   | Light switches, power outlets and emergency alarm buttons  | To be moved to wheelchair height, as finances allow.   | Autumn 2024 |        |                |               |
| 29/3   | Adapted wash basins to be at wheelchair height with space under for wheelchair to allow user to get close to wash basin. | To be moved to wheelchair height, as finances allow.   | Autumn 2023 |        |                |               |

| AMP or AA Report Ref. (if relevant) | Item  | Activity   | Timescale              | Cost £ | Responsibility | Date Complete |
|-------------------------------------|---|--|------------------------|--------|----------------|---------------|
| N/A                                 | Front entrance to school refurbished with a shallower slope.  | Appoint designer and builders to refurbish entrance area to provide a more suitable, shallower slope for wheelchair and disability access.   | Autumn 2023            |        |                |               |
| N/A                                 | Doors out to the playground by room 5 need widening.  | Final exit doors to the playground near room 5 to be widened to achieve a minimum width of 900mm to allow wheelchair access/egress and the mat well needs to be infilled   | Autumn 2024            |        |                |               |
| N/A                                 | Fire and emergency evacuation procedures to be in place for those with additional needs.                                    | <ul style="list-style-type: none"> <li>▪ Regular training for staff in the use of evac chairs.</li> <li>▪ Need to regularly review the escape strategy, management controls and staff training needed as appropriate.</li> <li>▪ PEEPs to be developed for all pupils with additional needs including those using wheelchairs, those with mobility difficulties and hearing/visual impairments.</li> <li>▪ General Emergency Evacuation Plans (GEEPs) to include any visitors with additional needs.</li> <li>▪ Sign to be displayed at reception informing visitors that a scheme of assisted evacuation can be offered.</li> </ul> | Ongoing from June 2023 |        |                |               |
| N/A                                 | Improve acoustics for hearing impaired pupils.  | Carpet Classroom 2 and 6 and fit blinds. Seek advice from SEN service to increase access for pupils with hearing impairments in some areas of school.  | 2023 - 2024            |        |                |               |
| N/A                                 | Provide quiet area / sensory space for neurodivergent pupils and those with mental health issues such as anxiety disorders. | Refurbish room. Seek advice from SEN service to assist with design of space and provision of appropriate equipment.  | 2023 - 2024            |        |                |               |
| N/A                                 | Improving the visual environment for pupils with visual impairments.  | Incorporation of appropriate colour schemes when refurbishing music block – seek advice from SEN Service and relevant pupils on appropriate colour schemes.  | Summer 2024            |        |                |               |

| IMPROVING ACCESS TO WRITTEN INFORMATION   |   |   |                          |   |               |
|---|---|---|--------------------------|---|---------------|
| Target  | Strategy  | Outcome   | Timeframe                | Achievement   | Date Complete |
| Availability of written material in alternative formats   | The school will make itself aware of the services available through the LA for converting written information into alternative formats. | The school will be able to provide written information in different formats when required for individual purposes | Ongoing                  | Delivery of information to disabled pupils improved                                   |               |
| Make available school brochures, school newsletters and other information for parents in alternative formats  | Review all current school publications and promote the availability in different formats for those that require it                      | All school information available for all  | Autumn 2023              | Delivery of school information to parents and the local community improved            |               |
| Survey parents/carers as to the quality of communication to seek their opinions as to how to improve.         | Send out survey to parents regarding quality of communication.  | School is more aware of the opinions of parents and acts on this.   | Sept 2023                | Parental opinion is surveyed and action taken appropriately.                          |               |
| Review documentation with a view of ensuring accessibility for pupils with visual impairment                  | Get advice from Hearing & Visually Impaired Service on alternative formats and use of IT software to produce customised materials.      | All school information available for all  | Autumn 2023              | Delivery of school information to pupils & parents with visual difficulties improved. |               |
| Raise the awareness of adults working at and for the school on the importance of good communications systems. | Arrange training courses.   | Awareness of target group raised  | Ongoing from Autumn 2023 | School is more effective in meeting the needs of pupils.                              |               |
| The school moves towards an electronic method of reporting to parents.  | Electronic reporting methods are explored.  | The school has explored electronic reporting methods and is knowledgeable about best practice.                    | Autumn 2024              | The school is able to move forward with electronic reporting to parents.              |               |