

## Accessibility Plan 2018-2021

What?	Who?	How?	When?	Monitoring
<p>To be aware of the access needs of disabled staff, governors, pupils, parents/carers.</p> <p>All school staff and governors are aware of access issues</p>	<p>SG DS Govs</p>	<p>Create access plans for individual pupils as required.</p> <p>Ensure all adults can access areas for meetings</p> <p>Regular reminder through newsletter to ask parents/carers to let us know if they have problems accessing the school site</p> <p>Circulate relevant information to staff</p> <p>Regular reminders to parents/carers about parking in the disabled bay</p> <p>Liaise with pre-schools about children joining us in the new school year.</p>	<p>As required with each new admission and employee starting.</p>	<p>Premises committee DS, NG, SG</p>
<p>Everyone has access to the school office areas</p>	<p>DS Govs Caretaker</p>	<p>Ensure that there is wheelchair access</p> <p>Keep the bell on the counter so that wheelchair users can get the attention of office staff.</p>	<p>Check daily for obstructions</p>	<p>Premises committee DS, NG, SG</p>

Maintain safe access for visually impaired people	DS Caretaker Govs	<p>Check condition of yellow paint on edges regularly</p> <p>Check exterior lighting is working</p> <p><u>BUDGET: Yellow paint</u></p>	<p>½ termly checks for building</p> <p>Daily checks for obstacles on corridors and cloakrooms</p> <p>Extra checks with each new admission.</p>	Premises committee DS, NG, SG
All disabled people can be evacuated safely	DS Govs SENCo	<p>Appropriate fire evacuation procedure</p> <p>Personal evacuation plan for disable pupils</p> <p>Staff are aware of their responsibilities (staff meeting and TA meeting)</p> <p>Catches on outdoor gates to keep open in evacuation</p>	Ongoing, but termly as part of the fire evacuation practice.	Premises committee DS, NG, SG
Ensure there are enough fire exits around the school for people with a disability	DS All staff Govs	Ensure that all fire exits are kept clear	<p>Daily check by HT and caretaker.</p> <p>3 yearly fire risk assessment inspection</p> <p>Termly fire evacuation audit.</p>	Premises committee DS, NG, SG

## Access to the Curriculum

What?	Who?	How?	When?	Monitoring
Ensure support staff have specific training on disability issues and conditions	DS SENCo	Use recommendations for trainers from local schools, and other outside agencies <u>BUDGET: Training as appropriate</u> Anxiety ADHD Autism Hearing aids	Audit of need done by January 2018  Training done by July 2018	L&A committee DS, NG, SG
Ensure all staff are aware of disabled children's curriculum access  Ensure all staff are aware of curriculum access for pupils with diagnosed conditions	DS SENCo	IEPs as appropriate for children with disabilities Advice from outside agencies involved with children with a disability  Audit of children's needs	Completed by January 2018 Checked with each new admission.	L&A committee DS, NG, SG
All school visits and trips need to be accessible to all pupils	DS SENCo NG	Transport is checked or suitability Individual pupils to be discussed with trip venue <u>BUDGET: Extra staff support to support a disabled child to enable</u>	Ongoing	L&A committee DS, NG, SG

		<u>them to take part in activities.</u>		
Ensure disabled children can take part in extra curricular activities	DS SEnCo	Review all extra curricular activities  Look at the needs of current children on record.	January 2018	L&A committee DS, NG, SG

## Access to information

What?	Who?	How?	When?	Monitoring
Signage around school to be in various languages.	DS NG	Office area, toilets, library signs to be made and displayed.	March 2018	Premises committee
Review access to information via newsletters	DS Office staff	Parent survey to find out preferred means of communication	Ongoing	HR & Communications committee