

ACCESSIBILITY PLAN - 2017 to 2020

WINTON PRIMARY SCHOOL

1. Winton Primary School's Accessibility Plan has been created based upon information supplied by the Local Authority and in conjunction with pupils, parents, staff and governors of the school and will integrate with other school planning documents. The Accessibility Plan will be reported upon annually in respect of progress and outcomes and provide a projected plan for the four years period ahead of the next review date.
2. The Accessibility Plan is structured to complement and support the school's Equality Objectives, and will similarly be published on the school website.
3. We are committed to providing an environment that enables full curriculum access that 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 taking positive action in the spirit of the Equality Act 2010 and prevailing legislation with regard to disability and to developing a culture of inclusion, support and awareness within the school.
4. Our school Accessibility Plan shows how access is to be improved for disabled pupils, staff and visitors to the school in a given timeframe and anticipating the need to make reasonable adjustments to accommodate their needs where practicable. The Accessibility Plan will contain relevant and timely actions 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; (If a school fails to do this they are in breach of duties under the Equalities Act 2010); this covers teaching and learning and the wider curriculum of the school such as participation in after-school clubs, leisure and cultural activities or school visits - it also covers the provision of specialist or **auxiliary aids and equipment**, which may assist these pupils in accessing the curriculum within a reasonable timeframe;
 - improve access to the **physical environment** of the school, adding specialist facilities as necessary - this covers improvements to the physical environment of the school and physical aids to access education within a reasonable timeframe;
 - improve the delivery of **written information** to pupils, staff, parents and visitors with disabilities; examples might include handouts, timetables, textbooks and information about the school and school events; the information should be made available in various preferred formats within a reasonable timeframe.
5. The Accessibility Plan relates to the key aspects of physical environment, curriculum and written information.
6. Whole school training will recognise the need to continue raising awareness for staff and governors on equality issues with reference to the Equality Act 2010.
7. The Accessibility Plan should be read in conjunction with the following school policies, strategies and documents:

- Curriculum Policy
- Equality Objectives
- Single Equality Policy
- Staff Development Policy
- Health & Safety Policy (including off-site safety)
- Special Educational Needs Policy
- Behaviour Management Policy
- School Improvement Plan
- Asset Management Plan / Suitability Survey
- School Brochure / Prospectus and Vision Statement

8. The Accessibility Plan for physical accessibility relates to the Access Audit of the School, which was originally undertaken by the Local Authority and subsequently updated by the school and remains the responsibility of the governing body. It may not be feasible to undertake all of the works during the life of this Accessibility Plan and therefore some items will roll forward into subsequent plans. An accessibility audit will be completed by the school prior to the end of each period covering this plan in order to inform the development of a new Accessibility Plan for the ongoing period.
9. Equality Impact Assessments will be undertaken as and when school policies are reviewed. The terms of reference for all governors' committees will include the need to consider Equality and Diversity issues as required by the Equality Act 2010.
10. Our School Prospectus will make reference to this Accessibility Plan.
11. Our School's complaints procedure covers the Accessibility Plan.
12. Our Accessibility Plan will be published on the school website.
13. Our Accessibility Plan will be monitored through the Governor Resources Committee
14. The school will work in partnership with the Local Authority in developing and implementing this Accessibility Plan
15. The Accessibility Plan may be monitored by Ofsted during Inspection processes in relation to Schedule 10 of the Equality Act 2010

Last reviewed December 2016

Review date _10th January 2020_____

Winton Primary School Accessibility Plan - 2017 to 2020: Improving the Curriculum Access

TARGET	STRATEGY	OUTCOME	TIMEFRAME	ACHIEVEMENT
To develop a CPD programme to ensure staff are knowledgeable in terms of the needs of pupils with disabilities and strategies to support them	Staff training requirements identified (Performance Management) Guest speakers, school nurse, link professionals, inset	All teachers fully meet the requirements of disabled children's needs with regards to accessing the curriculum Give monitoring details	Ongoing	Increased access to an appropriate curriculum for all pupils
All out-of-school activities are planned to ensure the participation of the whole range of pupils	Review all out-of-school provision to ensure compliance with legislation	All out-of-school activities will be conducted in an inclusive environment with providers that comply with all current and future legislative requirements All EVC Risk assessments to include consideration of the needs of identified pupils to ensure maximum practicable inclusion in activities planned. This to be reviewed by Head Teacher and Resources Committee in approving visits. Give monitoring details	Ongoing	Increase in access to all school activities such as trips out, residential visits, extended schools activities and sporting events for all pupils
To ensure that classrooms are optimally organised to promote the participation and independence of all pupils	Teaching and caretaking staff to maintain 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	Ongoing	More time available for pupils to participate in curriculum activities
Training for Governors in terms of Raising Awareness of Disability Issues	Identify any relevant training for governors and arrange attendance.	Whole school community aware of issues relating to Access	Ongoing	Neighbourhood will benefit by a more inclusive school and social environment

TARGET	STRATEGY	OUTCOME	TIMEFRAME	ACHIEVEMENT
To deploy Teaching Assistants effectively to support pupils' participation	Review needs of pupils within each class and staff accordingly Ensure staff skills are matched to pupil needs	Pupils needs are appropriately met through effective deployment of skilled support staff	Ongoing	All pupils are supported to achieve their full potential
To ensure suitable alarm bells in new Year 5 block	Review alternatives to the klaxons installed during construction to ensure system is user friendly to all, but specifically to those with hearing issues	Generic bell sounder to be installed if possible	Completed 2013	Learners in the new block are able to work uninterrupted in a conducive environment.
To improve access to the main entrance of the building	Review the automation of the front doors to achieve maximum accessibility	Both front doors now automated with automatic opening rather than just large push button	Completed 2016	Greater accessibility to school for all.
To improve accessibility and user friendliness of school foyer and office facility	Review access arrangements in the school foyer and endeavour to improve user friendliness of office facility. CIF grant bid to be submitted to pursue this	Greater ease of access within foyer/lobby area and improved ability to communicate with office staff	December 2017	Improved accessibility to school for all and enhanced ability to communicate with office staff.

Winton Primary School Accessibility Plan - 2017 to 2020: Improving the Physical Access

This plan is structured in conjunction with the school's Asset Management Plan, the school Safeguarding File, the School Travel Plan and Health & Safety Audits. The plan considers the essential work necessary to ensure reasonable adjustments have been made to the fabric of the main buildings to accommodate accessibility issues. As far as possible, work has been undertaken on temporary buildings to facilitate accessibility arrangements. In some cases Health & Safety issues necessitate more prompt action.

LOCATION	ITEM TO IMPROVE PHYSICAL ACCESS	ACTIVITY	TIMEFRAME	Cost (est.) £
Approach to school	Drop kerbs, traffic calming and pedestrian crossings	These features are in place and need to be maintained. Traffic bumps in road to be painted as necessary and as identified in annual reviews.	Ongoing	
Outside areas	<ul style="list-style-type: none"> ◦ Pedestrian access ◦ Car parking ◦ Paving ◦ External lighting 	<ul style="list-style-type: none"> ◦ Pedestrian access is seen as generally good. School Business Manager and Caretaker review site conditions on weekly basis and will flag any requirements/maintenance necessary ◦ Number of Accessible Parking Bays seen as acceptable. Governors to review issues relating to parking and traffic flow and their effects on road safety ◦ 1) Levels, gradients, cambers and gullies in proximity to all pathways have been reviewed – all new development to reflect latest building / construction requirements and best practice as far as is practicable. 2) Define raised edges on concrete behind new block in playground 3) Tactile paving at key areas is provided ◦ Ensure lighting to Car Park and Accessibility Bays is operational, adequate, and considers light pollution and local issues 	<p>Ongoing</p> <p>Completed December 2014</p> <p>Ongoing</p> <p>Completed March 2013</p> <p>Completed 2015</p>	Part of school expansion

LOCATION	ITEM TO IMPROVE PHYSICAL ACCESS	ACTIVITY	TIMEFRAME	Cost (est.) £
	<ul style="list-style-type: none"> Delivery Vehicles 	<ul style="list-style-type: none"> All delivery drivers to report to school office and access to secure (fenced) areas be controlled in line with safeguarding policy. Target is to ensure also that there is a safe and appropriate pedestrian access where deliveries may be received. Caretaker to supervise contractors on site and deliveries as necessary. 		
All areas	<ul style="list-style-type: none"> Signage Contrasting colours of door furniture to aid visibility Maintain wider doors Maintain provision of visibility panels to doors where required Improve classroom furniture layouts to increase access Security access 	<ul style="list-style-type: none"> Signage to be reviewed to improve safety in car park / drive areas. Identified improvements to be actioned as practicable. Maintain and upgrade on rolling programme Width of doors already seen as good generally. Provide wider doors as necessary where building structure allows and is practicable in any new refurbishment or building works. Assess annually and in planning of any works depending upon classroom use Staff to be aware of mobility and H&S issues and specific needs of children using facilities Consider lower security key pads to enable use by all 	<p>Completed 2013</p> <p>Ongoing</p> <p>Ongoing</p> <p>Annually</p> <p>Ongoing</p> <p>Ongoing</p>	<p>£2000</p> <p>£500pa</p> <p>£2400</p>
Main Entrance	<ul style="list-style-type: none"> Main entrance and foyer Audibility 	<p>Maintain electronic aluminium security doors to allow wheelchair access</p> <p>Review operation of hearing system for the counter</p>	<p>Annually</p> <p>Completed 2014</p>	<p>£800</p>

LOCATION	ITEM TO IMPROVE PHYSICAL ACCESS	ACTIVITY	TIMEFRAME	Cost (est.) £
Corridors	<ul style="list-style-type: none"> ◦ Remove trip hazards ◦ Observe fire exit routes ◦ ◦ Increase signage and aids for visual and hearing impaired 	<p>All staff to be vigilant and identify appropriate storage for equipment and ensure that items are not left indiscriminately – caretaker and cleaning team to take particular care.</p> <p>Caretaker and SBM to review during weekly school tours.</p> <p>All staff to remove obstacles around signed emergency routes - caretaker and cleaning team to take particular care.</p> <p>Caretaker and SBM to review during weekly school tours.</p> <p>Identify to meet specific needs as required. Monitor the movement of children from one class base to another and carry out essential works as required.</p>	<p>Daily</p> <p>Weekly</p> <p>Daily</p> <p>Weekly</p> <p>Ongoing as necessary</p>	
School	<ul style="list-style-type: none"> ◦ Disabled WCs ◦ 	<p>Ensure access is maintained and doors can be opened fully to allow wheelchair access as needed. Ensure all specialised equipment relating to specific child needs are maintained as necessary</p> <p>Ensure maintenance of grab rails etc.</p>	Ongoing	

Winton Primary School Accessibility Plan - 2017 to 2020 : Improving the Delivery of Written Information

TARGET	STRATEGY	OUTCOME	TIMEFRAME	ACHIEVEMENT
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 such as use of symbols, communicate in print, large print or through augmentative communication technology, contrasting colours.	Ongoing	Delivery of information to disabled pupils and parents 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	Maintain all critical and practicable school information availability for all through hard copy and website	Ongoing	Delivery of school information to parents and the local community improved
Review documentation with a view of ensuring accessibility for pupils with visual impairment	Get advice from HVSS on alternative formats and use of IT software to produce customized materials.	Maintain all school information availability for all	Ongoing	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 using a range communications systems according to individual need	Communication audit by SALT On-going Performance Management arrangements Training on range of issues such as functional use of language, Signalong and managing SALT plans Other training as required	Awareness of target group raised	Ongoing	School is more effective in meeting the needs of pupils.