

Accessibility Plan

Willoughby Road Primary Academy – School Accessibility Plan 2014 – 2017

Access to the Physical Environment

Targets	Strategies	Timescale	Responsibility	Success Criteria
<p>To be aware of the access needs of disabled children, staff, governors and parents, carers</p> <p>Ensure the school staff & governors are aware of access needs</p>	<p>a) to create access plans for individual disabled children as part of the IEP process.</p> <p>b) to ensure staff and governors can access areas of school used meetings</p> <p>c) Annual reminder to parents, carers to let us know if they have problems with access to areas of school.</p> <p>d) circulate information to relevant staff on Access to Work scheme</p>	<p>As required</p> <p>Complete Autumn term 2016</p> <p>Ongoing process</p> <p>Autumn</p>	<p>SENCO / classteacher</p> <p>HoA</p> <p>HoA</p> <p>HoA H&S core</p>	<p>IEP's are in place for disabled pupils, and all staff are aware of pupils' needs. SENCO passports in place for all SEN children</p> <p>All staff & governors are confident that their needs are met</p> <p>Continuously monitored to ensure any new needs arising are met.</p> <p>Parents have full access to all areas of school .</p>
<p>Ensure everyone has access to reception area</p>	<p>a) ensure that nothing is preventing wheelchair access</p> <p>b) check the outer door is wide enough for a wheelchair</p> <p>c) provision of appropriate seating</p>	<p>Daily check to ensure the area in clear of obstructions</p> <p>Seating in place Sept 2015</p> <p>Spring term 2015</p>	<p>Site Supervisor / Health & Safety Committee/ HT</p> <p>H&S Committee</p> <p>HoA</p> <p>H&S Committee</p>	<p>Disabled parents / carers / visitors feel welcome.</p> <p>Visitors can sit down if waiting for reception.</p> <p>Ensure clear visibility line for wheel chair users</p>

...Changing lives

	d) Provide a bell on the counter so that wheelchair users can get the attention of staff in the office.			
Maintain safe access for visually impaired people	Check condition of visibility markings Check exterior lighting is working on a regular basis	Ongoing checks	Site Supervisor / Health & Safety Committee	Visually impaired people feel safe in school grounds. Yellow edges to be re-done as needed throughout the school year. Light to be fitted near front door.
Ensure all disabled people can be safely evacuated	a) Ensure there is a personal emergency evacuation plan for all disabled pupils. b) Ensure all staff are aware of their responsibilities in evacuation c) If a person uses a wheelchair they must not be in a classroom where the emergency exits are appropriate	Spring term 2014 Autumn Term 2014	SENCO HoA Reviewed following Fire Drills	All disabled pupils and staff working with them are safe in the event of a fire. There is constant supervision for disabled children who would need help in the event of an evacuation. Disabled people in wheelchairs can be evacuated quickly and easily
Provide hearing loops in classrooms to support pupils with a hearing impairment	Take advice on appropriate equipment if this becomes necessary	As required	HoA	All children have access to the curriculum

...*Changing lives*

Ensure there are enough fire exits around school that are suitable for people with a disability	Ensure staff are aware of need to keep fire exits clear.	Daily	All staff/Headteacher	All disabled personnel and pupils have safe independent exits from school
---	--	-------	-----------------------	---

Access to the curriculum

Targets	Strategies	Timescale	Responsibility	Success Criteria
Ensure support staff have specific training on disability issues	Identify training needs at regular meetings	Ongoing	SENCO / HoA	Raised confidence of support staff
Ensure all staff (teaching & non teaching) are aware of disabled children's curriculum access	Share information with all agencies involved with each child Care plans in place		SENCO	All staff are aware of individual's needs

All school visits and trips need to be accessible to all pupils	Ensure venues and means of transport are vetted for suitability. Develop guidance on making trips accessible	Ongoing	EVC / SENCO	All pupils are able to access all school trips and take part in a range of activities
Review PE curriculum to ensure PE is accessible to all pupils	Review PE curriculum to include disability sports	Ongoing	SENCO & PE co-ordinator	All pupils have access to PE and are able to excel. Child's T.A. will be there all the time
Review curriculum areas and planning to include disability issues	Include specific reference to disability equality in all curriculum reviews	Ongoing	SENCO & HoA	Gradual introduction of disability issues into all curriculum areas
Ensure disabled children can take part	Discuss with Out of school Club staff, and	As required	SENCO	Disabled children feel able to participate

...*Changing lives*

equally in lunchtime and after school activities	people running other clubs after school.			equally in out of school activities. Disabled lift to access Out of School Club.
Develop links with a special school	Work towards Identifying a local school and consider sharing INSET opportunities.	Summer term 2017	SENCO / HoA	Increased understanding of the opportunities available to the children

Access to information

Targets	Strategies	Timescale	Responsibility	Success Criteria
Signage around school to be in other languages	Plans for a welcome sign in reception – need to decide which languages to use.	Spring term 2015	HoA / SENCO	ALL People feel they are welcome in school
Inclusive discussion of access to information in all parent/teacher annual meetings	Ask parents about preferred formats for accessing information eg braille, other languages Translation Tool on website to allow multi-lingual access	Annually Ongoing	SENCO / HoA SENCO/HoA	Staff more aware of preferred methods of communication, and parents feel included. School website accessible to all