

Accessibility Plan

(Draft)

Lingfield Primary School

Approved by:	[Name]	Date:	[Date]
Last reviewed on:	[Date]		
Next review due by:	[Date]		

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1. Aims

Schools are required under the Equality Act 2010 to have an accessibility plan. The purpose of the plan is to:

- Increase the extent to which disabled pupils can participate in the curriculum
- Improve the physical environment of the school to enable disabled pupils to take better advantage of education, benefits, facilities and services provided
- Improve the availability of accessible information to disabled pupils

Our school aims to treat all its pupils fairly and with respect. This involves providing access and opportunities for all pupils without discrimination of any kind.

The plan will be made available online on the school website, and paper copies are available upon request.

Our school is also committed to ensuring staff are trained in equality issues with reference to the Equality Act 2010, including understanding disability issues.

The school supports any available partnerships to develop and implement the plan.

As part of our continual evaluation of procedures, we will engage with the local authority who will carry out access audits of the school building to support us in ensuring we are meeting the needs of our school community.

Our school's complaints procedure covers the accessibility plan. If you have any concerns relating to accessibility in school, this procedure sets out the process for raising these concerns.

2. Legislation and guidance

This document meets the requirements of [schedule 10 of the Equality Act 2010](#) and the Department for Education (DfE) [guidance for schools on the Equality Act 2010](#).

The Equality Act 2010 defines an individual as disabled if he or she has a physical or mental impairment that has a 'substantial' and 'long-term' adverse effect on his or her ability to undertake normal day to day activities.

Under the [Special Educational Needs and Disability \(SEND\) Code of Practice](#), 'long-term' is defined as 'a year or more' and 'substantial' is defined as 'more than minor or trivial'. The definition includes sensory impairments such as those affecting sight or hearing, and long-term health conditions such as asthma, diabetes, epilepsy and cancer.

Schools are required to make 'reasonable adjustments' for pupils with disabilities under the Equality Act 2010, to alleviate any substantial disadvantage that a disabled pupil faces in comparison with non-disabled pupils. This can include, for example, the provision of an auxiliary aid or adjustments to premises.

3. Action plan

This action plan sets out the aims of our accessibility plan in accordance with the Equality Act 2010.

Aim	Current good practice <i>Include established practice and practice under development</i>	Objectives <i>State short, medium and long-term objectives</i>	Actions to be taken	Person responsible	Date to complete actions by	Success criteria
Increase access to the curriculum for pupils with a disability	<p>Our school offers a differentiated curriculum for all pupils.</p> <p>We use resources tailored to the needs of pupils who require support to access the curriculum.</p> <p>Curriculum resources include examples of people with disabilities.</p> <p>Curriculum progress is tracked for all pupils, including those with a disability.</p> <p>Targets are set effectively and are appropriate for pupils with additional needs.</p>	<p>To improve staff understanding of how to meet the needs of pupils who require support to access the curriculum.</p> <p>To identify resource gaps.</p> <p>To ensure our curriculum meets the needs of all our pupils.</p>	<p>Staff to liaise with outside agencies e.g. Overfields to develop expertise and understanding. This will include visits by Overfields staff and visits by Lingfield staff to Overfields.</p> <p>Establish links with Hemlington Hall support base to support Lingfield staff.</p> <p>Continue to work with the LA to enhance the provision at Lingfield for pupils with disabilities.</p> <p>Carry out a resource audit in relation to the pupils we currently have, identifying any gaps. Advice to be</p>	<p>SENCO</p> <p>SENCO</p> <p>HT</p> <p>SENCO</p>	<p>Autumn Term 2017</p> <p>Autumn Term 2017</p> <p>Ongoing</p> <p>Spring 2017</p>	<p>Staff are better equipped and more confident when considering the needs of individual pupils.</p> <p>Strong links are in place with other establishments/agencies and high quality outreach support is being accessed.</p> <p>The school is continually evaluating its provision, working with stakeholders and proactively adapting to meet the needs of pupils.</p>

			sought from outside agencies. To review the curriculum in light of pupils with specific needs.	Class teachers	Spring 2017	
Improve and maintain access to the physical environment	<p>The environment is adapted to the needs of pupils as required.</p> <p>This includes;</p> <p>A ramp to gain access to a higher section of school.</p> <p>Automatic doors at the main entrance to allow for easy access and exit.</p> <p>Corridor width is taken into account when refurbishment work is carried out.</p> <p>Contrasting colour schemes are used for walls, door frames, skirting boards etc..</p> <p>Disabled toilet facilities available.</p> <p>Door mechanisms are fixed at wheel chair height.</p>	To prioritise key actions from the accessibility audit carried out by the local authority in August 2017. Prioritisation will be based upon specific needs presented by the current school community.	Please see Appendix 1 for further details.	HT/Governing body	ongoing	The building is fit for purpose and adaptations based on need are implemented. The physical environment is easily accessible to all members of the school community.
Improve the delivery of information to pupils with a disability	<p>Our school uses a range of communication methods to ensure information is accessible.</p> <p>This includes:</p> <ul style="list-style-type: none"> • Internal signage 	To carry out an audit of resources and of requirements based on pupils need.	Identify specific pupils who present additional needs and carry out audit of information delivery.			Information is readily available for all in a clear and accessible way.

	<ul style="list-style-type: none">• Large print resources (purchased if required)• Pictorial or symbolic representations, e.g. visual timetables.	To make appropriate purchases as necessary identified from audits and feedback from pupils, parents and outside agencies.	Respond to the findings of the audit.			
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4. Monitoring arrangements

This document will be reviewed every **3** years, but may be reviewed and updated more frequently if necessary.

It will be approved at the Finance focused full governing body meeting.

5. Links with other policies

This accessibility plan is linked to the following policies and documents:

- Risk assessment policy
- Health and safety policy
- Equality information and objectives (public sector equality duty) statement for publication
- Special educational needs (SEN) information report
- Supporting pupils with medical conditions policy

Appendix 1: Accessibility audit

Action ID	Problem	Solution	Cost	Priority	Category	Block	Room
DAA07476\E	Automatic sensors are too sensitive	Adjust sensors to ensure doors operate only upon proximity of person. Alternatively, fit external / internal buttons to activate doors manually.	422.3000	Urgent	Poor	05 Extension	Main Entrance Lobby (Circ 50%)
DAA07480\E	Induction loop not working	Repair induction loop system	105.5800	Urgent	Poor	05 Extension	Main School Office

Action ID	Problem	Solution	Cost	Priority	Category	Block	Room
DAA07438\E	No hearing assistance provisions to counter	Provide hearing induction loop if required by a pupil	0.0000	Medium Term	Bad	01A Main Building Lingfield Primary	Hall/Dining (Circ 15%)
DAA07439\E	Floor is highly polished and reflective	Use matt polish when cleaning	0.0000	Medium Term	Poor	01A Main Building Lingfield Primary	Hall/Dining (Circ 15%)
DAA07444\E	No signage/ way finding along the route	Provide way finding signage to WC's	211.1500	Medium Term	Bad	01A Main Building Lingfield Primary	Corridor (Circ 50%)
DAA07447\E	No handrails fitted to the flight.	Provide handrails to existing flight	118.1800	Medium Term	Bad	01A Main Building	KS2 Classbase

						Lingfield Primary	
DAA07457\E	No grab rails within the WC	Supplement fittings with grab rails	236.3500	Medium Term	Bad	01A Main Building Lingfield Primary	KS2 Girls Toilets
DAA07458\E	No grab rails within the WC	Supplement fittings with grab rails	236.3500	Medium Term	Bad	01A Main Building Lingfield Primary	KS2 Boys Toilets
DAA07463\E	Unsuitable taps to sinks in classrooms	Fit lever style taps to classroom sink units at next refurbishment or if required as part of an assessment for a pupil or staff member with disabilities	0.0000	Medium Term	Poor	01A Main Building Lingfield Primary	
DAA07466\E	No signage/ way finding along the approach route.	Approach highways authority to resolve access issue to provide signage away from the building	0.0000	Medium Term	Poor	External Areas	Access roads and paths
DAA07479\E	Design of reception counter was not accessible to all users	Provide lower section/shelf of counter with legroom	422.3000	Medium Term	Bad	05 Extension	Main Entrance Lobby (Circ 50%)
DAA07481\E	No call bell to counter	Provide suitable call bell	0.0000	Medium Term	Bad	05 Extension	Main School Office
DAA07485\E	No hearing assistance provisions	Provide portable hearing induction loop (cost already accounted for within report)	0.0000	Medium Term	Bad	05 Extension	Head Teachers Office
DAA07490\E	Door is a sliding unit with finger pull furniture	Replace door with conventional hinged style, and suitable lever style furniture	633.4500	Medium Term	Poor	05 Extension	Nursery Accessible Toilet/Shower

DAA07492\E	Unsuitable style taps in Nursery kitchenette	Provide new lever type taps	158.3600	Medium Term	Poor	05 Extension	School Nursery
DAA09128	Only x1 handrail to ramp - some users may require an additional handrail for support whilst using ramp	Install secondary handrail to ramp	118.1800	Medium Term	Poor	01A Main Building Lingfield Primary	Corridor
DAA09132	No variety in seating	Provide x1 chair with arms as required	0.0000	Medium Term	Poor	01A Main Building Lingfield Primary	PPA Room
DAA09133	No low vision panel in door	Cut vision panel in to door	118.1800	Medium Term	Bad	01A Main Building Lingfield Primary	KS2 Classbase
DAA09136	Some sinks have twist turn taps	Replace with lever taps at next refurbishment or if required as part of an assessment for any pupil or student with disabilities	0.0000	Medium Term	Poor	01A Main Building Lingfield Primary	
DAA09142	No induction loop in Hall	As Hall dual purpose within school induction loop require in Hall for school performances, assemblies etc	945.4000	Medium Term	Poor	01A Main Building Lingfield Primary	Hall/Dining (Circ 15%)
DAA09145	Cannot reach reset button from seated position	Relocate reset button next to WC	177.2700	Medium Term	Poor	05 Extension	Accessible Toilet
DAA09152	low level of contrast between kitchen units and walls	Paint walls a contrasting colour	400.0000	Medium Term	Poor	01A Main Building Lingfield Primary	Community Room (Circ 15%)

Action ID	Problem	Solution	Cost	Priority	Category	Block	Room
DAA07460\E	Poor level of colour contrast to urinal position	Ensure a contrasting colour scheme is provided to urinal area	158.3600	Short Term	Poor	01A Main Building Lingfield Primary	KS2 Boys Toilets
DAA07462\E	No hearing assistance provisions	Provide induction loop if required by a pupil - provide portable unit which can be used in any room as and when required	0.0000	Short Term	Bad	01A Main Building Lingfield Primary	
DAA07473\E	Building entrance is a significant distance from car park and cannot be directly accessed which may be difficult for some people with disabilities	Managed solution to provide assistance for any visitor as required - alternative entrance could be arranged as required	0.0000	Short Term	Poor	External Areas	Car parking
DAA07477\E	No signage/ way finding to the Nursery entrance.	Provide signage to identify building entrance to Nursery section	211.1500	Short Term	Bad	05 Extension	Nursery Lobby/Cloaks (Circ 50%)
DAA07478\E	No informational signage to the counter	Provide informational signage to reception counter	141.8100	Short Term	Bad	05 Extension	Main School Office
DAA07483\E	Cistern lever flush is not fitted to transfer side.	Reposition lever flush handle	52.7900	Short Term	Poor	05 Extension	Accessible Toilet
DAA07484\E	Cleaning equipment stored in room	Remove cleaning equipment to ensure facility is fully accessible	0.0000	Short Term	Poor	05 Extension	Accessible Toilet
DAA09120	Toilet roll holder is not single leaf dispenser	Provide single leaf toilet paper dispenser	50.0000	Short Term	Bad	05 Extension	Accessible Toilet

DAA09121	Cannot reach paper towel dispenser from seated position as located on opposite wall	Relocate paper towel dispenser to correct location above sink - see Appendix for diagram	0.0000	Short Term	Poor	05 Extension	Accessible Toilet
DAA09122	No coat hooks in Accessible WC	Install x2 coat hooks as per design guidance in Appendix	30.0000	Short Term	Poor	05 Extension	Accessible Toilet
DAA09126	Text on vertical signs at accessible bays is faded	Replace with news signs with clear text	75.0000	Short Term	Bad	External Areas	Car parking
DAA09131	No induction loop	Purchase portable induction loop for use in meetings	150.0000	Short Term	Poor	01A Main Building Lingfield Primary	PPA Room
DAA09137	Temporary signs in Library have text all in upper case which may be difficult for some pupils to read	Replace with permanent signs if the information is essential and with text in upper and lower case	0.0000	Short Term	Bad	01A Main Building Lingfield Primary	Library/Teaching Space
DAA09149	Loose mats along corridor present a potential trip hazard	Remove or secure mats	0.0000	Short Term	Poor	05 Extension	KS1 Corridor/Cloaks (Circ 50%)
DAA09153	No signage to facility	Provide sign to indicate room use	10.0000	Short Term	Poor	01A Main Building Lingfield Primary	Community Room (Circ 15%)