



St Andrew's Church of England (VA) Primary School Accessibility Plan 2016 – 2019

At St Andrew's Primary School we are aware that we have a general duty under the Equality Act 2010 to:

- ✓ Eliminate discrimination. Harassment, victimisation and any other conduct that is prohibited by or under the Act,
- ✓ Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it,
- ✓ Foster good relations between persons who share a protected characteristic and persons who do not share it.

With this in mind the Accessibility Plan has been drawn up in consultation with the Local Authority, pupils, parents, staff and governors of the school and covers the period from September 2016 to September 2019.

We are committed to providing a fully accessible environment which values and includes all pupils, staff, parents and visitors regardless of their age 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.

Access to the Physical Environment

<u>Targets</u>	<u>Strategies</u>	<u>Timescale</u>	<u>Responsibility</u>	<u>Steps completed so far</u>
To ensure adequate planning has taken place to plan for changes to the physical environment.	Ensure an accessibility audit of the physical environment has taken place.	Spring 2018	INCO/Headteacher/ Governor	✓ SEN Governor and INCO completed basic audit in Spring 2016. More detailed audit planned
	Research the cost of proposed changes to the physical environment.	Spring 2018	INCO/Site Manager	
	Prioritise and plan changes bearing in mind current/expected needs of pupils and cost implications. Interweave plans with the premises plans.	Summer 2018	INCO/Headteacher/ Governor	
To ensure everyone can exit the school buildings in the event of an emergency	School has both sound and light based emergency alarms	In Place	Site manager/Headteacher	✓ In place
	Risk assessment have taken place	Ongoing	Headteacher	✓ In place
	All children necessary have PEEP's (Personal Emergency Evacuation Plans)	Ongoing	INCO	✓ In place
To ensure everyone has access to first aid in the event of an accident	First aid training for staff up to date including yearly Epi-Pen training.	Ongoing	Headteacher/Office staff to monitor and rebook as appropriate	✓ In place ✓ First Aid training in place and renewed when expired ✓ Epi-Pen Training in place and renewed in November annually.
	First aid supplies purchased as necessary.	Ongoing	Headteacher/Office staff to monitor and rebook as appropriate	✓ In place
	Staff aware of medical issues of children and these are logged on SIMMS.	In place	Office staff to update from new forms received	✓ In place
	Individual Healthcare Plans in place as	In place	INCO	✓ In place

	required. Advice sought from School Nursing Team as necessary.			
To ensure access for visual impaired members of the school community	Advice sought from Visual Impairment Team and implemented	Ongoing	INCO/Class Teacher	✓ Visually impaired pupils access the whole school site with appropriate measures in place. Continually working with Visual Impairment Team at Local authority to make any improvements necessary.
	Risk assessments for site/ PE and play equipment carried and out and reviewed.	In place	INCO/Class Teacher	
	Children to be at the front of the line with adults when negotiating steps.	Ongoing	Class Teacher	
	Edges of steps clearly marked	In place	Site manager	
	Equipment that has been provided is used.	In place	Class Teacher	

Access to the curriculum

<u>Targets</u>	<u>Strategies</u>	<u>Timescale</u>	<u>Responsibility</u>	<u>Steps completed so far</u>
To ensure all staff(teaching & non teaching) have specific training on disability issues	Identify training needs at regular pupil progress and performance management meetings	Ongoing	INCO / Headteacher	✓ Training organised as per records
To ensure all staff (teaching & non teaching) are aware of disabled children's curriculum access including use of computer software and apps and specialist equipment	Pupils "Pupil Passports and Support Plan's"(PPSP's) indicate reasonable adjustments required for each child. This information is shared with all staff and agencies involved with each child. List and training of Apps and software in school provided to all staff Specialist equipment sourced from appropriate agency when needed	In place September 2016 In place September 2016 April 2018 Ongoing	INCO/ Class Teacher's	✓ PPSP's in place and to be reviewed termly. ✓ Class teachers share information with class based staff ✓ INCO shares information with agencies/external support. ✓ In place for several pupils
To ensure all school visits and trips are accessible to all pupils	Ensure venues and means of transport are vetted for suitability. Develop guidance on making trips accessible Complete individual risk assessments where necessary	Ongoing By Dec 2017 Ongoing	Class Teacher's/INCO	✓ All trips evaluated as they are planned ✓ Individual risk assessments take place for trips/visits.
To review PE curriculum to ensure PE is accessible to all pupils	Gather information on accessible PE and disability sports Review PE curriculum to include disability sports Seek disabled sports people to come to school.	By Sept 2017 By Oct 2017 Ongoing	INCO & PE co-ordinator	✓ In Place – Available on request ✓ Pupils took part in goalball session run by VI team (2016) ✓ Pupils take part in the Olympic Legacy event at Knights Templar every Autumn Term ✓ PE specialist training
To include disabled children in swimming lessons	Areas of need shared with outside providers Individual modifications in place as needed	Ongoing Ongoing		✓ Meeting with swimming instructors before start of lessons in Summer term ✓ Meeting with swimming instructors before start of lessons in Summer term

	Investigate cost of installation of hoist if necessary Investigate grants/funding for installation of hoist if necessary	By Summer Term 2017		
To review curriculum areas and planning to include disability issues	Include specific reference to disability equality in all curriculum policy reviews	Gradual introduction over time	INCO & Headteacher	
To ensure disabled children can take part equally in lunchtime and after school activities	Discuss with Play Aloud staff, and people running other clubs after school. School can provide social stories and advice but outside providers must also ensure they provide necessary support.	As required	Headteacher	✓ Disabled pupils attend both lunchtime clubs, after school activities run by both school and outside providers and Play Aloud
To ensure the school is up to date with best practise provision	Develop links with other schools including specialist provision Attend training as required	Ongoing	INCO / Headteacher	<ul style="list-style-type: none"> ✓ Links in place with Ley's SpLD Base, Woolgrove school, ✓ Links in place through DPSL 1 with all schools in local area. ✓ INCo is Cluster representative for Cluster 2 within the Hitchin Area
To investigate the installation of 'soundfield' technology	Investigate the cost of different packages available to the school. Investigate grants/ funding methods.	2018 2019	INCO	

Access to information

<u>Targets</u>	<u>Strategies</u>	<u>Timescale</u>	<u>Responsibility</u>	<u>Steps completed so far</u>
To ensure all pupils have access to written information in an appropriate format.	Advice from outside professionals on which size/background colour best.	Ongoing	Class Teacher/INCO	✓ In place for all appropriate pupils
	Source electronic copies of texts such as revision guides/reading books to allow us to modify i.e Load2Learn/CGP etc	Ongoing	Class Teacher/INCO	✓ In place for all appropriate pupils
	Range of coloured overlays available to trial with pupils in INCO room.	May 2016	INCO	✓ Resource Available ✓ In use with some pupils
To ensure all parents/prospective parents have access to written information in an appropriate format	Ask parents about preferred formats for accessing information eg braille, font size, other languages.	Sept 2018	Headteacher/Office Staff	
	Translation Tool to be added to website to allow multi-lingual access	Sept 2018	Headteacher/Office Staff	
To ensure parents are aware of SEND information/courses/support groups and other school based information	Newsletters and website up to date	Ongoing	Headteacher/Office Staff	✓ Links to newsletter put onto website
	Inclusion Newsletter sent once a term	From Sept 2017	INCO	✓ In Place
	Information and Fliers sent by email and on notice board/website	From Oct 2017	INCO/Office Staff	