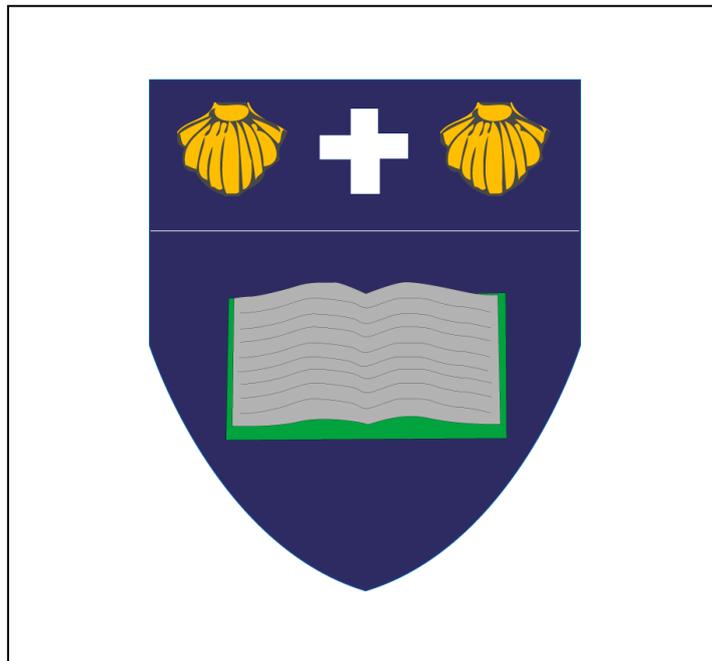


# Westleigh Methodist Primary School Accessibility Plan



Date Written: 11<sup>th</sup> December 2018

Review date: Autumn 2021

Chairs signature:

SENCO signature:

## **Mission Statement**

**Westleigh Methodist Primary School aspires to be a Christian family where all can develop to their full potential.**

**We aim to promote the value of self, others and the environment**

### **Our Vision:**

The vision of Westleigh Methodist Primary School is to maintain a small, Christian school where the SLT and staff are knowledgeable about each child's abilities and challenges so that we can offer the most effective support for each individual child to meet those challenges, grow completely as a "well rounded" person and increase his/her skills to perform successfully in all academic areas

### **Or Mission:**

Underpinning our Mission Statement, we seek to sustain a Christian, educational community where:

- ✓ An emphasis on academic excellence is complemented by our concern for each learner's personal growth and spiritual, intellectual, aesthetic, and psychological development.

The curriculum is developmentally responsive, actively engaging children in learning skills in a context; integrative – directing children to connect learning to daily lives; and exploratory – enabling children to discover their abilities, interests, learning styles, and ways that they can make contributions to society

## **Safeguarding Statement**

At the Westleigh Methodist Primary School we recognise our moral and statutory responsibility to safeguard and promote the welfare of all children.

We work to provide a safe and welcoming environment where children are respected and valued. We are alert to the signs of abuse and neglect and follow our procedures to ensure that children receive effective support, protection and justice.

The procedures contained in the Safeguarding Policy apply to all staff, volunteers and governors

# Accessibility Plan

## Introduction

Under the Equality Act 2010 schools should have an Accessibility Plan. The Equality Act 2010 replaced all existing equality legislation, including the Disability Discrimination Act. The effect of the law is the same as in the past, meaning that “schools cannot unlawfully discriminate against pupils because of sex, race, disability, religion or belief and sexual orientation”. According to the Equality Act 2010 a person has a disability if:

- (a) He or she has a physical or mental impairment, and
- (b) The impairment has a substantial and long-term adverse effect on his or her ability to carry out normal day-to-day activities.

The Accessibility Plan is listed as a statutory document of the Department for Education’s guidance on statutory policies for schools. The Plan must be reviewed every three years and approved by the Governing Body. The review process can be delegated to a committee of the Governing Body, an individual or the Head.

Westleigh Methodist Primary School is 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. They are committed to taking positive action in the spirit of the Equality Act 2010 with regard to disability and to developing a culture of inclusion, support and awareness within the school.

Westleigh Methodist Primary School has adopted this accessibility plan in line with the school’s special educational needs policy with the aim to ensure that their school is socially and academically inclusive, that all pupils have access to a full curriculum, and that all pupils are appropriately challenged. This plan is created in response to the recommendations made in our school’s last access audit which took place in December 2018 and should be read in conjunction with the Access Audit. The Schools special educational needs policy outlines the provision that the school has in place to support pupils with special educational needs and disabilities (SEND), and the school’s publication of equality information and objectives explains how we ensure equal opportunities for all our students. Increased access to the curriculum, physical access to the school, and access to information are particular to students with SEND, and this accessibility plan provides an outline of how the school will manage this part of the SEND provision.

Under the remit of the Equality Act 2010, provision should be made for all pupils with disabilities and ensure that they are not discriminated against. The need for specialist support and educational provision should be clearly identified and used effectively, to the full benefit of the pupil’s development. Under SEND all schools have a duty to audit

access to buildings and facilities and develop an Accessibility strategy and plan covering a 3-year period. Through implementation of the Accessibility Plan schools should be aiming to:

- Increase the extent to which disabled pupils can participate in the school curriculum
- Improve the physical environment of the school increasing the extent to which disabled pupils can take advantage of the education and associated services provided by the school
- Improve the delivery to disabled pupils of information which is provided to pupils who are not disabled.

Pupils with SEND will be given access to the curriculum supported by the school's specialist SEND provision and in line with the wishes of their parents and the needs of the individual.

The school curriculum is regularly reviewed by the Head Teacher to ensure that it is accessible to pupils of all levels and abilities and supports the learning and progress of all pupils as individuals. This includes learning outside the classroom.

It is the aim of the School to ensure that all resources and SEND provisions are being used effectively and efficiently within the school setting in order to support the taught curriculum and enable pupils to reach their full potential. The school does this by:

- keeping staff fully informed of the special educational needs of any pupils in their charge including sharing progress reports, medical reports and teacher feedback
- providing regular training and learning opportunities for staff in all departments on the subject of SEND and SEND teaching; school staff should be up to date with teaching methods that will aid the progress of all pupils including those with SEND
- making use of all class facilities and space
- using in-class provisions and support effectively to ensure that the curriculum is differentiated where necessary
- making sure that individual or group tuition is available where it is felt that pupils would benefit from this provision
- any decision to provide group teaching outside the classroom will involve the SENCO in providing a rationale and focus on flexible teaching. Parents will be made aware of any circumstances in which changes have been made
- setting appropriate individual targets that motivate pupils to do their best, and celebrating achievements at all levels
- listening to pupils' views and taking them into account in all aspects of school life.

## **2. Sensory and physical needs**

The school has some of the following adaptations in place to meet sensory and physical needs and those not yet present are being planned for the future:

- appropriate seating, acoustic conditioning and lighting
- adaptations to the physical environment of the school
- adaptations to school policies and procedures
- access to alternative or augmented forms of communication
- provision of tactile and kinaesthetic materials
- access to low vision aids
- access to specialist aids, equipment or furniture
- regular and frequent access to specialist support

### **3. Reasonable adjustments**

The School will also make reasonable adjustments for individual students who need extra provision than that which is already in place to make sure that all students are involved in every aspect of school life, and that all barriers to learning are removed. These may fall under the following headings:

#### **The building and grounds:**

- audio-visual fire alarms
- assistance with guiding

#### **Teaching and learning:**

- a piece of equipment
- extra staff assistance
- an electronic or manual note-taking service
- readers for pupils with visual impairments

#### **Methods of communication:**

- a piece of equipment
- the provision of a sign language interpreter, lip-speaker or deaf-blind communicator
- induction loop or infrared broadcast system
- videophones
- readers for pupils with visual impairments.
- This accessibility plan will be evaluated every 3 years to monitor its effectiveness and ensure that it covers all areas of accessibility that are needed in the school

## Accessibility Plan for Westleigh Methodist Primary School

December 2018

Item	Areas	Recommendation	Priority A, B, C	Keys for costs	Target date	Comments inc date achieved
1	<b>Approach to School</b>	Remind parents via newsletters to park safely at drop off and collection times.	A	N	Ongoing	
2		Ensure gate handles and gate stanchions contrast with gates.	A	M	Sept 2019	
3	<b>Car Park</b>	Suggest information on the disabled parking spaces be placed on the contact page on the website and also information on visitor parking.	A	N	April 2019	
4	<b>External Ramps and Steps</b>	Ensure that the ramps are kept clear of grit and gravel. Fit second handrail where required.	B	M	Sept 2019	

5	<b>Entrance Doors</b>	Make sure staff and students are aware of the need to offer assistance by holding open doors or carrying materials for people with disabilities who have difficulties at the entrance.	A	N	On-going	
6	<b>Reception Area</b>	Provide a high-back chair with arms for people who may find it difficult to rise from the style of chair provided.	B	M	Sept 2020	
7		Provide a hinged Shelf in the main Reception.	A	M	Sept 2020	
8		Fit an induction loop in the reception area	B	M	Sept 2021	
9	<b>Wayfinding and Signage</b>	Ensure all signs are in lower case and sign all classrooms in a uniform manner. Incorporate tactile signage in all your future signs.	B	M	Sept 2020	
10	<b>Library</b>	Suggest the small step be made into a ramp if a disabled child is admitted to the school.	B	M	As required	

11	<b>Classroom and Facilities</b>	Provide a high-backed chair with arms in the Dining Room and Staffroom.	A	M	Sept 2020	
12	<b>Hall</b>	Consider installing a hearing loop.	B	M	Sept 2021	
13	<b>Cloakrooms</b>	Ensure that the floors are kept free from trip hazards e.g. bags shoes etc.	A	N	On-going	
14	<b>Internal Stairs</b>	Highlight the start and end of each staircase and handrails with marking tape or different coloured carpet tiles. Either paint the walls or the handrails in a contrasting colour.	A	M	Sept 2019	
15	<b>Internal Doors</b>	Mark propped open doors with well contrasting markings along their narrow edges. Label glass doors with posters or decorative designs. Ensure no fire doors are propped open under any circumstances.	A	N	On-going	

16		Make frequent checks on all door closures to reduce noise and adjust when necessary. E.g. Ladies toilet door next to staffroom.	A	N	On-going	Part of site supervisor's monthly checks
17	<b>Toilets</b>	Check and replace non-conforming taps and change to pushbutton or lever types.	B	M	Sept 2020	
18	<b>Accessible Toilets</b>	Reception toilet - provide door sign, mirror and coat hook. Ensure that the alarm cord is not tied up. Children's Centre paint walls in a contrasting colour.	A	M	Sept 2019	
19		Arrange disability awareness and etiquette training and some form of basic manual handling training for appointed members of staff.	B	M	Sept 2019	<b>Review with Headteacher</b>
20		Provide signage showing the location of the accessible toilets.	B	M	Sept 2019	
21	<b>Staff Room</b>	Suggest a portable ramp if a disabled member of staff is appointed.	B	M	As required	

22	<b>Gender Identity</b>	Upon presentation, name and gender-marker (pronoun) change, including on documents, school record. Reissue any award or other certificates	A	N	As required	
23		Review toilet and changing facilities:  Disclosures: To whom, by whom, how and when?  Press Intrusion: Prepare generic equality statement to be issued if necessary. Alert office staff who respond to telephone calls	A	N	On-going	Unisex toilets in place  Confidentiality and safeguarding policy in place  Equality Statement on website
24		Arrange training for staff	A	N	On-going	
25		Time out: Children (especially during puberty) may need clinic appointments	A	N	On-going	
26	<b>Means of Escape</b>	An individual should be delegated to ensure all escape routes are free from obstructions.	A	N	On-going	Wardens in place. Site supervisor checks escape routes daily

27		Continue to train staff to assist in evacuation procedures especially in helping the mobility impaired.	A	M	On-going	PEEPs in place. Evacuations termly
28		Train staff to assist in evacuation procedures.	A	M	On-going	Inductions & Evacuations termly
29		Ensure fire extinguishers are wall mounted, clearly signed and checked annually.	A	N	On-going	Serviced annually
30		Provide wheelchair handling training to teachers and caretakers.	A	M	As required	
31	<b>Outdoor Spaces</b>	Provide picnic table suitable for wheelchair user.	B	M	Sept 2020	

32	Outdoor Spaces	Plan to provide accessible parking in close proximity to the sports fields on an ad hoc basis. You will need to ensure that parents needs are ascertained prior to such an event and information in relation to visitors' special needs should be sought at the time invitations to Sports Days and similar events are made.	C	M	OG	
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## SUMMARY

### The main priorities in the school's plan

#### Increasing the extent to which disabled pupils can participate in the school curriculum:

- Training for teachers and support staff and differentiating the curriculum
- All out of School activities are planned and risk assessed to ensure participation for all
- Training for Awareness
- Raising of Disability issues
- Information to know your students' needs

**Improving the physical environment of the school to increase the extent to which disabled pupils can take advantage of education and associated services:**

- The key objective is to ensure that school premises are adapted so that disabled pupils are not prevented from attending the school of their choice because the premises are inaccessible and/or cannot meet the needs of the pupils.
- Making sure clear procedures are implemented to ensure that disabled pupils who are starting school have their needs assessed and that necessary adaptations at the school of their choice are carried out in time for the start of term.

**Improving the delivery to disabled pupils of information that is provided in writing for pupils who are not disabled:**

- Availability of written material in alternative formats as required
- Raise the awareness of adults working at or for the School on good communications
- If required arrange for visual impaired students to be able to access documentation
- Review all policies to ensure that they do not discriminate the needs of staff, students or visitors

**Priority Ratings**

**Priority A:**

Where there are potential health and safety risks or where failure to implement changes would be highly likely to attract legal implications. Immediate action is recommended to put changes into effect.

**Priority B:**

Where action is recommended within the short term to alleviate an access problem or make improvements that will have a considerable impact.

**Priority C:**

Where action is recommended within 12 - 24 months to improve access.

**Priority D:**

Where the recommendation involves excessive costs or should be implemented as part of a long-term plan.

**KEYS FOR COSTS**

Budget costs have been included in the form of bands.

**N - None      M - Minimal      OG - Ongoing Maintenance      ST - Structural Change**