

# Elm Wood Primary School

## Accessibility Policy and Plan

November 2023 to November 2026



*This Accessibility Policy and Plan are drawn up in compliance with current legislation and requirements as specified in Schedule 10, relating to Disability, of the Equality Act 2010. School Governors are accountable for ensuring the implementation, review and reporting on progress of the Accessibility Plan over a prescribed period.*

1. We are committed to providing an accessible environment, which 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 challenging negative attitudes about disability and accessibility and to developing a culture of awareness, tolerance and inclusion.

2. Elm Wood Primary School plans, over time, to ensure the accessibility of provision for all pupils, staff and visitors to the school.

3. An Accessibility Plan will be drawn up to cover a three-year period. The plan will be updated annually.

4. The Accessibility Plan will contain relevant actions to:

- Improve access to the **physical environment** of the school, adding specialist facilities as necessary. This covers reasonable adjustments to the physical environment of the school and physical aids to access education.
- Increase access to the **curriculum** for pupils with a disability, expanding and making reasonable adjustments to 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 the DDA). This covers teaching and learning and the wider curriculum of the school such as participation in after-school clubs and cultural activities or school visits. It also covers the provision of specialist **aids and equipment**, which may assist pupils in accessing the curriculum.
- Improve and make reasonable adjustments to the delivery of **written information** to pupils, staff, parents and visitors with disabilities. Examples might include visual timetables, textbooks and information about the school and school events. The information should be made available in various preferred formats within a reasonable time frame.

5. The Action Plan for physical accessibility relates to the Access Audit of the School, which is undertaken regularly. It may not be feasible to undertake some of the works during the life of this first Accessibility Plan and therefore some items will roll forward into subsequent plans. The audit will need to be revisited prior to the end of each first three-year plan period in order to inform the development of the new Plan for the following period.

6. We acknowledge that there is a need for on-going awareness raising and training for staff and governors in the matter of disability discrimination and the need to inform attitudes on this matter.

Action Plan A: Improving Physical Access				
Access	Item	Activity	Timescale	Cost
1	School building and physical environment can be accessed by all children	<p>All areas of the school buildings (apart from one classroom) are accessible through the use of the lift.</p> <p>Access to classroom 16 is not accessible. Alternative, ground floor classrooms are to be used.</p> <p>Access to the top section of the Nursery outdoor area is not accessible. Improving access to this area is to be investigated, alternative outdoor space it so be used until this has been resolved.</p> <p>Check exterior lighting is working on a regular basis.</p> <p>Automated sliding entrance doors ensure fully disability access.</p>	<p>Ongoing with regular Health and Safety checks and daily environment walks by PO, fortnightly with SLT</p> <p>Summer 2023</p> <p>Ongoing</p> <p>Automated entrance doors undergo regular maintenance checks (overseen by PO)</p>	TBC
2	Ensuring wheel chair and children with other physical disabilities which result in difficulty accessing the main stairwells are afforded full access to all appropriate floors and relevant parts of the building.	<p>Lift provides access to all floors and are regularly inspected.</p> <p>Lift offers access to first floor. The lift is regularly inspected by external service providers.</p> <p>See individual care plans and plans for children requiring access to lifts.</p> <p>Individual fire evacuation plans are in place for any child or staff member.</p>	<p>Lift maintenance every quarter – logged</p> <p>Staff members complete evacuation chair training.</p>	Cost of evacuation chair training

Action Plan B: Improving Curriculum Access							
Ref	Target	Strategy	Outcomes	Achievement	Timeframe	Responsibility	
						PFT	Primary
1	Audit of pupil needs and School staff training to meet those needs.	Review the specific needs for pupils living with a disability, in terms of basic daily living skills, relationships and access to the Curriculum.	Teachers are aware of the relevant issues and can ensure that this group has equality of access to life-preparation learning. The use of other professional partners has been made available	School activities are accessible to all disabled pupils	Ongoing		All staff/ Inclusion
2	Train staff and pupils in the use of Makaton signing	<ul style="list-style-type: none"> <li>○ Annual Staff Training</li> <li>○ Signs of the week introduced to all staff in morning briefing and introduced to pupils in weekly assemblies</li> <li>○ Signs of the week displayed around the school.</li> </ul>	Pupil and staff are able to communicate using Makaton competently	Pupil and staff are able to communicate using Makaton competently	Ongoing		Inclusion team with support from freelance S&LT
3	Classrooms are organised to promote the participation and independence of all pupils	Review and implement 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	Increase in access to the Curriculum	Start of each year	Support with purchase of certain resources	Teaching Staff with support from Inclusion Team
4	Training for Awareness Raising of Disability Issues	Provide training for governors, staff, pupils and parents. Discuss perception of issues with staff to determine the current status of school	Whole school community aware of issues relating to Access	Community will benefit by a more inclusive school and social environment	Ongoing		SLT & Inclusion Team
5	Use of aids and resources to support pupils in accessing the curriculum	Invest in resources such as visual time tables, books with different colour pages, etc.	pupils able to access the curriculum and make progress in their learning	Pupil progress discussions involving progress of pupils who require aids/specialist	Start of each year & then ongoing		Teaching Staff with support from Inclusion Team

Action Plan C: Improving the Delivery of Written Information							
Ref	Target	Strategy	Outcomes	Achievement	Timeframe	Responsibility	
						PFT	Primary
1	Availability of written material in alternative formats when specifically requested.	The school will make itself aware of the services available for converting written information into alternative formats.	The school will be able to provide written information in different formats when requested for individual purposes.	Delivery of information to disabled pupils improved	Ongoing		Office/SLT/ Inclusion team
2	Make available school brochures, school newsletters and other information for parents in alternative formats when specifically requested.	Review all current school publications and promote the availability in different formats when specifically requested	All school information available for all who request it.	Delivery of school information to parents and the local community improved	Ongoing		Office/SLT/ Inclusion team
3	Review documentation with a view of ensuring accessibility for pupils with visual impairment	Get advice on alternative formats and use of IT software to produce customized materials.	All relevant school information available for all who request it	Delivery of school information to pupils & parents with visual difficulties improved.	When necessary	Support with purchase of certain resources	Office/SLT/ Inclusion team