

# Park Primary School



# Accessibility Plan

Policy reviewed: September 22

Full governors' approval: November 22

Next review date: November 2023

Policy expires: November 2023

## **1. Introduction**

This Access Plan statement is based on a belief in equality and inclusiveness for all and confirms that everyone should have equal access to facilities and services regardless of disability, age, gender or race. With this in mind Park Primary School puts accessibility for all at the heart of the planning and design process.

The school is committed to providing a fully accessible environment which values and includes all pupils, staff, parents and visitors regardless of their educational, 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. Definition of Disability**

Disability is defined by the Disability Discrimination Act 1995 (DDA) and the Equality Act 2010: The Act defines disability as when a person has a physical or mental impairment which has a substantial and long term adverse effect on that person's ability to carry out normal day to day activities. Some specified medical conditions, HIV, multiple sclerosis and cancer are all considered as disabilities, regardless of their effect.

The Act sets out details of matters that may be relevant when determining whether a person meets the definition of disability. Long term is defined as lasting, or likely to last, for at least 12 months.

Park Primary School also considers other legislation in all decision making processes e.g. the SEND Code of Practice January 2015, the SEND Act 2001, the Education Act 2011 (with particular reference to the Education Act 2011 Equalities Impact Assessment) and this Policy will be updated when new legislation is passed to account for any further duties / requirements of the School.

## **3. Key Objectives**

The school recognises that many of its students, visitors and staff, whether disabled or otherwise, have individual needs when using school facilities. We recognise that for all pupils, the nature of their disabilities may mean that they experience specific difficulties related to accessing education, and the physical environment. As part of the on-going commitment to the delivery of an inclusive educational service, we will endeavour to ensure that all our pupils receive a high a standard of education.

In order to ensure that the educational services it provides effectively meet the needs of disabled students the school will:

- Inform all staff of this access policy so that the provision of educational services ensures the inclusion of all of our pupils. Such communications will address the legal obligation of staff, and the school.
- Provide appropriate training for staff which will explain the school access policy and ensure the effective implementation and monitoring of it.
- Encourage all visitors to school including suppliers and contractors, to adopt similar policies towards disabled students.
- Consult with disabled pupils, parents, staff and disability organisations.
- Regularly review whether its education (and other) services are both accessible and effective, and take appropriate action.
- Monitor the implementation and effectiveness of this plan on a regular basis.
- Operate an accessible complaints procedure whereby disabled people can make improvement suggestions and request assistance.
- Ensure that the School Prospectus makes reference to this Accessibility Plan.
- Ensure that the School's complaints procedure covers the Accessibility Plan.
- Ensure that information about the Accessibility Plan is published on the School's website.

- Ensure that the terms of reference for all governors' committees will contain an item on "having regard to matters relating to Access".

Address acts of disability discrimination via existing policies, the school development plan and the asset management plan.

#### **4. Improving the Physical Environment of Schools**

Most areas around the school are on one level. Ramps and handrails are provided for use by wheelchair and ambulant users. Access around the school can be restrictive as the school has to take into account the children and security issues around the site. Consequently there are areas where extra security is installed e.g. on-site gates are locked during the day.

Park Primary School uses its grounds as outdoor classrooms at times to reinforce the curriculum and offer experiences at break and lunchtimes. Staff ensure that the ethos of the school is carried into the grounds in all key stages.

The school has an accessible entrance foyer. There is access to seating in the reception foyer. This part of the building, all classrooms, halls and dining area are on one level and accessible to all. The Family Meeting Room and Staff room are on the first floor and are only accessible via a staircase.

Accessible toilet facilities, a changing bed and shower are located in the Foundation Unit.

Signage around the school adheres to current Health and Safety regulations.

Lighting is suitable for purpose in all rooms with blinds in most rooms to allow for adjustable lighting. The school is aware of the affect that noises e.g. lights buzzing, can affect the ability of the children to work and concentrate. This is kept to a minimum and the caretaker undertakes repairs as soon as possible. All lighting in the Key Stage 2 side of school has been updated to LED and work is planned for Spring 2018 to replace the lighting in the Key Stage 1 and Foundation units.

The evacuation procedures are displayed around the school and there is a fire drill every term.

The Site Manager monitors the general internal condition of the school on a daily basis, also monitoring Health and Safety issues and completing statutory building checks. The school staff note any maintenance items on job request sheets for the Site Manager to attend to. Contractors are brought in for issues not within the remit of the Site Manager.

#### **5. Access to the Curriculum.**

- Park Primary School offers a broad and balanced curriculum - 'Park's Creative Curriculum' for all pupils and provides additional specialist provision to enable all pupils with learning difficulties to access the curriculum and aid their educational development.
- Class staff teams know the profile of their class and individual needs and learning activities are planned to match children's learning needs
- The environment is stimulating, supportive and well resourced. Wall and interactive displays provide prompts and reminders to encourage children to learn and achieve independently
- Each class has a teacher and a teaching assistant. If children have a Statement of Special Educational Need or an Education, Health and Care Plan, there may be additional teaching assistance so that specialised support is available
- Classes are well resourced and for children with additional needs specialised equipment can be arranged
- We ensure that all staff know and understand the needs of all pupils

- All staff will have access to training, advice and resources to enable them to contribute to developing fully inclusive practice
- Staff constantly seek to remove all barriers to learning and participation.

## **6. Positive Behaviour Management**

The Park Primary School *Behaviour Policy* describes the high standards of behaviour and conduct expected in school. In each class there are shared and displayed expectations about the rights and responsibilities of everyone in the class linked to our *Golden Time* system. We make sure all staff know and understand the reasons behind any difficult behaviour and how to respond. In class, the teaching assistant may support targeted children to stay on task and focussed on learning. In the playground, staff will involve targeted children in specific activities. Some children who find good behaviour a challenge may need additional help such as collecting points or cards which lead to personalised in-school rewards.

Where difficult situations have occurred, we use *Restorative Practices*. Staff talk calmly through the event with the child(ren) helping to identify what went wrong, apologise and discuss what actions could be taken if a similar situation happens again.

## **7. Arranging the Classroom**

Each classroom is set out to provide the most positive environment to work in, to ensure the child learns effectively.

Classrooms have sufficient space for all the children.

Toilet facilities are available close to each classroom. Signage is in place to signpost users of all abilities to the facilities

A variety of resources are used to ensure that the pupil learns effectively.

## **8. Access to Education**

Park Primary School recognises that **all** children should have access to education in accordance with the Equality Act and adheres to the code of practice which advises on the statutory responsibilities of education bodies in the preparation of accessibility strategies and seeks to:

Improve access to the physical environment of the school, adding specialist facilities as necessary. This covers improvements to the physical environment of the school and physical aids to access education as identified in the Asset Management Plan and the School Development Plan.

Increase access to the curriculum for pupils with a disability, expanding the curriculum as necessary to ensure that pupils are as equally prepared for life as are able-bodied pupils; this covers teaching and learning and the wider curriculum of the school such as participation in school clubs, leisure and cultural activities or school visits. It also covers the provision of specialist aids and assistive technology, which may assist these pupils in accessing the curriculum.

Improve the delivery of written information to pupils, staff, parents and visitors with disabilities.

Examples might include handouts, 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.

## **9. Making adjustments**

The Equality Act states that Schools are not expected to change their premises. They are however expected to make long-term proactive plans for improving access to their buildings through their planning duties and this document should be read in conjunction with the School Improvement Plan and the Asset Management Plan.

Park Primary School will continue to make 'reasonable adjustments' to ensure that disabled students, parents or visitors attending the school are not discriminated against. Making reasonable adjustments could include:

- changes to practices or procedures
- changes to physical features
- changes to how learners are assessed
- providing extra support and aids (such as specialist teachers or equipment).

## **APPENDIX 1**

### **USEFUL WEBSITES**

BECT A: British Educational Communications and Technology Agency [www.becta.org.uk](http://www.becta.org.uk)

Inclusion website: <http://inclusion.ngfl.gov.uk/>

This website provides a free catalogue of resources for teaching professionals, learners, parents and carers; Resources include publications, software, hardware, guidance and links to other organisations to aid independent living and learning. [www.drc-gb.org](http://www.drc-gb.org)

## **APPENDIX 2**

### **SPECIALIST ORGANISATIONS**

Barnardo's: Tanners Lane, Barkingside, Ilford, Essex IG6 1QG: Tel: 020 8550 8822; website: [www.barnardos.org.uk](http://www.barnardos.org.uk)

British Deaf Association: 1-3 Worship Street, London EC2A 2AB: Tel: 020 7588 3520; website [www.britishdeafassociation.org.uk](http://www.britishdeafassociation.org.uk)

British Diabetic Association UK: 10 Parkway, Camden, NEW 7AA:

Tel: 020 74241000: Fax: 02074241001; e-mail: [info@diabities.org.uk](mailto:info@diabities.org.uk) website: [www.diabities.org.uk](http://www.diabities.org.uk)

British Dyslexia Society: 98 London Road, Reading, RG1 5AU: Tel: 01189668271: Fax: 0118 9351927: website: [www.bda/dyslexia.org.uk/](http://www.bda/dyslexia.org.uk/)

Epilepsy Action: New Anstey House, Gate Way Drive, Yeadon, Leeds LS19 7XY: Tel: 01132 108800: helpline: 0808 8005050: website: [www.epilepsy.org.uk](http://www.epilepsy.org.uk)

Brittle Bone Society: 30 Guthrie Street, Dundee, DDI 5BS: Tel 01328 204446: e-mail: [bbs@brittlebone.org.uk](mailto:bbs@brittlebone.org.uk) website: [www.brittlebone.org.uk](http://www.brittlebone.org.uk)

Council for Disabled Children: National Children's Bureau, 8 Wakley Street, London EC1 V 7QE: Tel: 020 7843 6000: Fax: 020 7278 9512: website: [www.ncb.org.uk](http://www.ncb.org.uk)

Cystic Fibrosis Trust: 11 London Road, *Bromley*, Kent BR11BY: Tel: 02084647211: website. [www.cftrust.org.uk](http://www.cftrust.org.uk)

Down's Syndrome Association: 155 Mitcham Road, London SW17 9PG:

Tel: 02086824001: e-mail: [info@downs-syndrome.org.uk](mailto:info@downs-syndrome.org.uk) website: [www.downs-syndrome.org.uk](http://www.downs-syndrome.org.uk)

Dyslexia Institute: 133 Gresham Road, Staines, Middlesex TW18 2AJ: Tel: 01784463851 website: [www.dyslexia-inst.org.uk](http://www.dyslexia-inst.org.uk)

Dyspraxia Foundation: 8 West Alley, Hitchin, Hertfordshire SG5 1EG:

Tel: 01462454986 website: [www.dyspraxiafoundation.org.uk](http://www.dyspraxiafoundation.org.uk)

Haemophilia Society: Chesterfield House, 385 Euston Road, London NW1 3AU: Tel: 020 7380 0600: Fax: 020 7387 8220: e-mail: [info@haemophilia.org.uk](mailto:info@haemophilia.org.uk) website: [www.haemophilia.org.uk](http://www.haemophilia.org.uk)

Headway National Head Injuries Association: 4 King Edward Court, King Edward Street, Nottingham NG11EW: Tel: 01159 240 800: Fax: 0115 958 446: e-mail: [enquiries@headway.org.uk](mailto:enquiries@headway.org.uk) website: [www.headway.org.uk](http://www.headway.org.uk)

ICAN: 4 Dyer's Buildings, Holborn, London EC1N 2JP: Tel: 0870010 4066: Fax: 08700104067 e-mail: [ican@ican.org.uk](mailto:ican@ican.org.uk) website: [www.ican.org.uk](http://www.ican.org.uk)

MENCAP: 117 - 123 Golden Lane, London EC1Y 0RT: Tel 0207454:

Fax: 02076965540 e-mail: [information@mencap.org.uk](mailto:information@mencap.org.uk) website: [www.mencap.org.uk](http://www.mencap.org.uk)

National Association for Special Educational Needs (NASEN) 4/5 Amber Business Village, Amber Close, Amington, Tamworth, Staffs Bn 4RP: Tel: 01827 311500: Fax: 01827 313 005 e-mail: [welcome@nasen.org.uk](mailto:welcome@nasen.org.uk) website: [www.nasen.org.uk](http://www.nasen.org.uk)

National Asthma Campaign: Providence House, Providence Place, London NI ONT: Tel: 020 7226 2260 Helpline 08457 010203 website: [www.asthma.org.uk](http://www.asthma.org.uk)

National Autistic Society: 393 *City* Road, London EC1 V 1NG: Tel: 02078332299: Fax: 02078339666 e-mail: [nas@nas.org.uk](mailto:nas@nas.org.uk) website: [www.nas.org.uk](http://www.nas.org.uk)

National Society for Epilepsy: Chesham Lane, Chalfont St Peter, Buckinghamshire SL9 ORJ Tel: 01494601300  
Fax: 01494 871 927 helpline: 01494601400 website: [www.epilepsynse.org.uk](http://www.epilepsynse.org.uk)

Royal National Institute for Deaf People (RNID): 19-23 Featherstone Street, London EC1Y 8SL: Tel: 020 7296  
8000: Fax: 02072968199 e-mail: [informationline@mid.org.uk](mailto:informationline@mid.org.uk) website: [www.mib.org.uk](http://www.mib.org.uk)

Royal National Institute of the Blind (RNIB): 105 Judd Street, London WC1H 9NE: Tel: 020 7388 1266: Fax: 020  
7388 2034 website: [www.mib.org.uk](http://www.mib.org.uk)

SCOPE: 6 Market Road, London N7 9PW: Tel: 02076197100: Fax: 02076197399: helpline 08088003333 (9am to  
9pm weekdays) 2pm to 6pm weekends) website: [www.scope.org.co.uk/](http://www.scope.org.co.uk/)

### **APPENDIX 3**

#### **National Organisations**

##### **British Standards Institution (BSI)**

389 Chiswick High Road

London W4 4AL

Tel: 020 8996 9000

Fax: 020 8996 7001

Email: [cservices@bsi-global.com](mailto:cservices@bsi-global.com)

Website: [www.bsi.org.uk](http://www.bsi.org.uk)

Publishes British Standards including BS 8300:2001 *Design of buildings and their approaches to meet the needs of disabled people – Code of practice.*

##### **Centre for Accessible Environments**

Nutmeg House

60 Gainsford Street

London SE1 2NY

Tel/textphone: 020 7357 8182

Fax: 020 7357 8183

Email: [info@cae.org.uk](mailto:info@cae.org.uk)

Website: [www.cae.org.uk](http://www.cae.org.uk)

Provides technical information, training and consultancy on making buildings accessible to all users, including disabled and older people and carers of young children.

##### **Department for Work and Pensions**

Disability Unit

Level 6

Adelphi

1-11 John Adam Street

London WC2N 6HT

Tel: 020 7712 2171

Fax: 020 7712 2386

Website: [www.dwp.gov.uk](http://www.dwp.gov.uk) and

[www.disability.gov.uk](http://www.disability.gov.uk)

Responsible for the Government's welfare reform agenda, supports disabled people and their carers, disability benefits and disability civil rights issues.

##### **Disability Rights Commission**

DRC Helpline

Freepost MID 02164

Stratford-upon-Avon CV37 9BR

Tel: 08457 622 633

Textphone: 08457 622 644

Fax: 08457 778 878

Email: [enquiry@drc-gb.org](mailto:enquiry@drc-gb.org)

Website: [www.drc.org.uk](http://www.drc.org.uk)

Publishes codes of practice and other guidance related to the DDA.

##### **Employers' Forum on Disability**

Nutmeg House

60 Gainsford Street

London SE1 2NY

Tel: 020 7403 3020

Textphone: 020 7403 0040

Fax: 020 7403 0404

Email: [enquiries@employers-forum.co.uk](mailto:enquiries@employers-forum.co.uk)

Website: [www.employers-forum.co.uk](http://www.employers-forum.co.uk)

Represents and advises member companies on disability issues, plus information on good practice available

**The Mobility and Inclusion Unit**

Department for Transport

Zone 1/18, Great Minster House

76 Marsham Street

London SW1P 4DR

Tel: 020 7944 8300

Fax: 020 7944 6589

Email: [miu@dft.gsi.gov.uk](mailto:miu@dft.gsi.gov.uk)

Website: [www.mobility-unit.dft.gov.uk](http://www.mobility-unit.dft.gov.uk)

Research, information and policy advice.

**National Register of Access Consultants**

Nutmeg House

60 Gainsford Street

London SE1 2NY

Tel: 020 7234 0434

Textphone: 020 7357 8182

Fax: 020 7357 8182

Email: [info@nrac.org.uk](mailto:info@nrac.org.uk)

Website: [www.nrac.org.uk](http://www.nrac.org.uk) 13

Enables clients quickly and easily to locate suitable auditors or consultants, and provides a quality standard for those advising on the accessibility of the built environment for disabled people.

**Royal Institute of British Architects**

**(RIBA)**

66 Portland Place

London W1B 1AD

Public information line: 0906 302 0400

Tel: 020 7580 5533

Fax: 020 7255 1541

Email: [info@inst.riba.org](mailto:info@inst.riba.org)

Website: [www.architecture.com](http://www.architecture.com)

The RIBA advances architecture by demonstrating benefit to society and excellence in the profession.

**Royal National Institute of the Blind**

**(RNIB)**

105 Judd Street

London W1H 9NE

Tel: 020 7388 1266

Fax: 020 7388 2034

Email: [helpline@rnib.org.uk](mailto:helpline@rnib.org.uk)

Website: [www.rnib.org.uk](http://www.rnib.org.uk)

Help, advice and support for people with serious visual impairments.

**Royal National Institute for Deaf People**

**(RNID)**

19-23 Featherstone Street, London EC1Y 8SL

National information line: 0808 808 0123, Tel: 020 7296 8000, Textphone: 020 7296 8199

Email: [informationline@rnid.org.uk](mailto:informationline@rnid.org.uk), Website: [www.rnid.org.uk](http://www.rnid.org.uk)

Provides consultancy on the environmental needs of people with hearing impairments.

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#### **APPENDIX 4**

**LOCAL SERVICES** Many local authorities have access officers who are able to offer advice on access issues.

LA curriculum support and advisory services can be a resource for advice on specific subject-related teaching techniques and strategies and curriculum materials.

LA SEND support services include specialist teachers of pupils with hearing, visual, and speech and language impairments, teachers providing more general learning and behaviour support services, counsellors, educational psychologists, and advisers or teachers with knowledge of information technology for children with special educational needs.

Access Auditors/Consultants on the National Register of Access Consultants ([www.nrac.org.uk](http://www.nrac.org.uk)) and the Access Association.