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| Policy:<br>Disability<br>Access Plan | Grazeley Parochial C of E (Aided) Primary<br>School<br> | Reviewed:<br>May 2017 |
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| Review cycle:    | 12 months |
| Next review due: | May 2018  |

## **1 Policy: Disability Access Plan**

### **2 Introduction**

Grazeley School has due regard to the Equality Act 2010. This document complements the aims and successes of the Equal Opportunities Policy (EOP). It identifies targets the school needs to meet, or states policies that are already in place that make Grazeley Parochial Primary School 'accessible for all'. Where areas are identified that need improvement, the planned actions are stated along with a timescale for improvement.

### **3 Ownership of the Plan**

The Governing Body is responsible for the Access Plan. The EOP and the Access Plan involve every aspect of the School's operation. Aspects of the plan fall within the remit of some of the Governing Body committees – primarily Curriculum, PR and Sites and Buildings. The Access plan falls into three main categories:

- Curriculum Delivery
- School Design
- Provision of Materials

Targets are highlighted within each of these categories according to each Committee, which has delegated responsibility for each of those targets.

#### **3.1 Monitoring the Plan**

The Access Plan will be reviewed on a yearly basis in the Summer Term (or earlier if required) the delegated committees shall review, update and propose improvements in those areas for which they are responsible.

The full Governing Body will agree the overall plan.

See attachments for details of current plan.

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## **4 Accessibility Plan**

### **4.1 Introduction**

This plan is drawn up to implement the Grazeley School Planning Duty for Disabled access. This planning duty arises from changes made to the Disability Discrimination Act 1995 by the SEN and Disability Act 2001 (SENDA). The plan is written in accordance with the DfEs guidance publication 'Accessible Schools: Planning to increase access to schools for disabled pupils'.

#### **4.1.1 Definition of Disability**

The Disability Discrimination Act 1995 defines disability as following:

‘A person has a disability 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 carry out normal day to day activities’

#### **4.1.2 Key Objective**

To create a rich environment which enables disabled pupils to participate fully in the school community by identifying and eliminating barriers that could prevent this.

#### **4.1.3 Key Responsibilities**

The school recognises that the following are key responsibilities underpinning the planning duty:

- Not to discriminate against disabled pupils in their admissions and exclusions, and provision of education and associated services
- Not to treat disabled pupils less favourably
- To take reasonable steps to avoid putting disabled pupils at a substantial disadvantage
- To ensure all disabled pupils are treated equally by their peers
- To publish an Accessibility Plan

#### **4.1.4 School Principles**

When performing their duties, all staff and governors will have regard to the Equality and Human Rights Bill 2009:

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- Compliance with the requirements of the DDA is key to all school policies
- All children are individuals and entitled to the best education they can receive regardless of any disability they may have
- Access to Education means making a full school life accessible to the disabled pupil, including extracurricular activities and events.
- The school provides all pupils with a broad and balanced curriculum, tailored to meet their individual learning requirements
- The school recognises and values parents' knowledge of their child's disability and its effect on his/her ability to carry out normal activities
- The school recognises the parents' and child's right to confidentiality

For more information see

<http://www.equalityhumanrights.com>

#### 4.1.5 Activities

The school will undertake to meet its key objective by developing three key areas:

1. Access to the Curriculum
  - The school undertakes to assess its provision of curriculum to pupils on a regular basis, and to use this information to better tailor the curriculum to pupil requirements.
  - Create a challenging curriculum where suitable learning challenges are set and progress of individual's achievements can be assessed
  - To seek and follow the advice of services such as other schools, the LA, the Government, and independent bodies to achieve best practice
  - Continue to follow and endorse the key principles of the National Curriculum Framework
  - To use intervention and support programmes to support pupils learning where appropriate
2. Access to the Physical Environment:
  - The school will audit existing facilities and develop ways of making the physical environment more accessible to people with disabilities as required taking in to consideration their Education and Health Care Plan (if appropriate).
  - Consider how different impairments have specific requirements and can be best catered for within the school environment

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- Consider ways of providing the most suitable aids and resources, outside of the child's SEN, or health, provision
  - To seek and follow the advice of services such as other schools, the LA, the Government, and independent bodies to achieve best practice
3. Access to Information:
- Audit existing methods of providing information and media utilised, develop these to improve accessibility
  - Work with Local Schools, LA and local support services to source best materials at an appropriate cost
  - Include parents and pupils in the choice of the most suitable media for the disabled child

#### 4.1.6 Linked Policies

The plan will contribute to the review and revision of related school policies,

- School Development Plan
- SEN Policy
- Equal Opportunities Policy
- Anti-Bullying Policy
- Curriculum Policies, in particular PSHCE
- Off Site Activities Policy

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#### **4.1.7 Publicising the Plan**

Copies of this plan will be promoted and made available to existing or prospective parents using the following means:

- School Website (link)
- On application to the school
- School Prospectus
- School Profile

#### **4.1.8 Disability Action Plan**

Attached is an action plan outlining the school's existing plans and priorities.

This policy/action plan will be reviewed annually.

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#### 4.1.9 Review and Responsibilities

|                                                                        |                                                                                                      |
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| Date of Original Plan:                                                 | January 2010                                                                                         |
| Date of Review:                                                        | Annually by all Governor committees                                                                  |
| Member of Staff Responsible:                                           | Head teacher                                                                                         |
| Governor(s)/Committee(s)<br>Responsible:                               | Chairs of individual Committees                                                                      |
| This plan was originally drawn up by<br>a working group comprising of: | Chair of Governors, Head teacher,<br>Parent, Members of staff (teaching and<br>non-teaching), Pupils |
| The plan was reviewed by the<br>governing body on:                     | Summer term 2017 (reviewed by each<br>governor committee)                                            |
| The plan is available in alternative<br>formats from:                  | <a href="mailto:admin@grazeley.wokingham.sch.uk">admin@grazeley.wokingham.sch.uk</a>                 |
| Alternative formats available:                                         | e-mail<br>enlarged print                                                                             |

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## 5 Access Plan – Teaching & Learning

| TARGET                                                                                                                                                        | STRATEGY/POLICY TO MEET TARGET                                                                                                                                                                                              | ACHIEVEMENT AGAINST TARGET                                                                             | IF IMPROVEMENT IS REQUIRED               |  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|------------------------------------------|--|
|                                                                                                                                                               |                                                                                                                                                                                                                             |                                                                                                        | PLANNED IMPROVEMENT/DATE                 |  |
| Lessons provide opportunities for all pupils to achieve                                                                                                       | All curriculum policies<br>A.G & T Pupils<br>Pupil targets<br>Equal Ops policy<br>Behaviour Policy and code<br>LSA support<br>SEN policy<br>Support programmes/ Booster classes<br>External advisors                        | Pupils achievement, measured against targets and national expectations                                 | Target setting on going throughout year  |  |
| Teaching promotes racial harmony and prepares pupils for living in a diverse society; it specifically aims to prevent and address all forms of discrimination | Equal Ops policy and action plan<br>RE policy<br>Collective Worship Policy<br>Behaviour policy & code<br>Sex Education and Relationships<br>PSHCE policy<br>Extremism and radicalisation (Prevent) Policy<br>British Values | No racial incidents reported since 2014<br><br>No major issues of any particular group underachieving. | Invite multicultural visitors to school. |  |
|                                                                                                                                                               |                                                                                                                                                                                                                             |                                                                                                        |                                          |  |

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| TARGET                                                                                                                                                                                                                                 | STRATEGY/POLICY TO MEET TARGET                                                                                                  | ACHIEVEMENT AGAINST TARGET                                              | IF IMPROVEMENT IS REQUIRED                                                                                                                                    |                                      |
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|                                                                                                                                                                                                                                        |                                                                                                                                 |                                                                         | PLANNED IMPROVEMENT/DATE                                                                                                                                      |                                      |
| Staff allow for the additional time required by some disabled pupils to use equipment in practical work. Provide alternative equipment or activities. Recognise and allow time for the mental effort expended by some disabled pupils. | SEN policy<br>Use of ICT/ specialised equipment<br>Advice from SENCO as required<br>Use of nurture assistant where appropriate. | Pupils achievement, measured against targets and national expectations. | Specific needs assessed on admission and additional time allowed as required                                                                                  |                                      |
| All pupils are expected to take part in all areas of the curriculum.                                                                                                                                                                   | Relevant curriculum policies, Equal opportunities policy                                                                        | All pupils participate in all areas of the curriculum.                  | Continue planning to prepare for single year groups from September 2018<br><br>Further plans to develop PE, clubs and school competitions' using the new MUGA | September 2018<br><br>September 2017 |

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| TARGET                                                                                                                         | STRATEGY/POLICY TO MEET TARGET                                                                                                                                                                                                                                                                   | ACHIEVEMENT AGAINST TARGET                                                                                                                                                                                              | IF IMPROVEMENT IS REQUIRED                            |  |
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|                                                                                                                                |                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                         | PLANNED IMPROVEMENT/DATE                              |  |
| School visits, including overnight or longer visits are made accessible to all pupils irrespective of attainment or impairment | Specific needs assessed as part of the overall risk assessment. TA support provided when necessary. School strives to ensure pupil safety at all times and reserves the right to refuse inclusion in an activity if pupil behaviour endangers the safety of others.<br>Medical Conditions policy | All pupils are encouraged to attend school visits. TA support provided - as required.<br><br>Medical information known to all staff, lists kept up-to-date.<br><br>Governors approve all off site activities and visits |                                                       |  |
| All round high expectations of all pupils                                                                                      | Behaviour Policy and Code<br>All curriculum policies<br>Teaching and Learning Policy<br>Able Gifted and Talented Policy                                                                                                                                                                          | Team Points new system in place<br>Head teachers' Award (weekly)<br>Value added evidence (Target Tracker)<br>Healthy Schools' award<br>Pupil targets                                                                    | HT Awards given for effort not always for achievement |  |

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| TARGET                                                                                        | STRATEGY/POLICY TO MEET TARGET                                                                                                                                                                                                                                                                                        | ACHIEVEMENT AGAINST TARGET                                                                                                            | IF IMPROVEMENT IS REQUIRED |         |
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|                                                                                               |                                                                                                                                                                                                                                                                                                                       |                                                                                                                                       | PLANNED IMPROVEMENT/DATE   |         |
| Lessons planned to involve all pupils either as individuals, pairs, groups or the whole class | Differentiated lesson plans/ delivery<br>Pupils challenged according to task and grouping.<br>Staff training on learning styles and challenging pupil learning<br>Governor In School days<br>Peer and subject leader lesson Observations<br>Growth mindset programme<br>Learning Walks<br>Talk Partners<br>AGT Policy | Planning scrutiny<br>Lesson observations<br>Book scrutiny<br><br>Feedback from Learning Walks.<br>No stuck children compared to 2014. |                            | Ongoing |

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## 6 Access Plan - PR/Admissions

| TARGET                                                                                                                                           | STRATEGY/POLICY TO MEET TARGET                                                            | ACHIEVEMENT AGAINST TARGET                                                                 | IF IMPROVEMENT IS REQUIRED |  |
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|                                                                                                                                                  |                                                                                           |                                                                                            | PLANNED IMPROVEMENT/DATE   |  |
| Governors and Staff are familiar with the technology and practices developed to assist, teach and support pupils and /or staff with disabilities | Specific needs identified and acquired prior to admission/ employment                     | Specific needs assessed prior to admission or taking up post                               |                            |  |
| Lessons are responsive to pupil diversity                                                                                                        | Equal Ops policy<br>RE policy<br>Governors' day observations                              | Monitoring of policies.<br>Governor observation                                            | On going                   |  |
| Staff seek to remove all the barriers to learning and participation                                                                              | Equal Ops policy<br>Circle Time<br>PSHCE policy<br>RE policy<br>Collective Worship policy | Monitoring of policies<br>Governor feedback<br>Growth <u>M</u> indset rollout and delivery | On going                   |  |

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## 7 Access Plan - Sites and Buildings

| TARGET                                                                                                    | STRATEGY/POLICY TO MEET TARGET                                                                                                             | ACHIEVEMENT AGAINST TARGET                                                                                           | IF IMPROVEMENT IS REQUIRED   |  |
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|                                                                                                           |                                                                                                                                            |                                                                                                                      | PLANNED IMPROVEMENT/DATE     |  |
| Classrooms are optimally organised for disabled pupils.<br>Access to school, doorways, ICT room, library. | Specific needs identified prior to admission and appropriate facilities provided<br><br>Disabled toilet facility with personal care space. | All class rooms are on one level – accessible to wheel chair users                                                   |                              |  |
| Emergency and evacuation systems are set up to inform all pupils. Alarms are both visual and audible      | Emergency evacuation procedures in place and practised                                                                                     | Alarms are currently auditory only<br><br>Training on use of the evacuation chair should pupil attendance require it | In line with identified need |  |
| Appropriate visitor access meets the requirements of the visitor.                                         | Specific needs identified prior to admission and appropriate support identified                                                            |                                                                                                                      | In line with identified need |  |

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| TARGET                                                                                             | STRATEGY/POLICY TO MEET TARGET                                                                                                                                       | ACHIEVEMENT AGAINST TARGET                                                                               | IF IMPROVEMENT IS REQUIRED                                                  |                                            |
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|                                                                                                    |                                                                                                                                                                      |                                                                                                          | PLANNED IMPROVEMENT/DATE                                                    |                                            |
| Pathways and parking arrangements are safe. Routes are logical and signed                          | Health and Safety Policy<br>New car park with disabled spaces, new building to include access ramps. Car park risk assessment will include gritting from autumn 2017 | Adequate for current needs<br>Carpark and new building delivered July 2016<br>Grit box in the playground | Disclaimer displayed in the car park?<br>Signs clearly visible              | New signage deployed October 2016<br><br>? |
| Steps taken to reduce background noise for hearing impaired. Consider acoustics or noisy equipment | Specific needs identified prior to admission and appropriate facilities acquired.<br>Hall has Loop system                                                            | Position in class considered.<br>Use of radio aid.<br>Support from Hearing Impaired unit                 | Review as required                                                          |                                            |
| Areas to which all pupils, staff and visitors have access are well lit                             | Ensure all areas are adequately illuminated.                                                                                                                         | All areas generally well lit                                                                             | Check illuminations. Replace bulbs and clean covers annually or as required | Checked termly in S&B meeting              |

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| TARGET                                                                                                        | STRATEGY/POLICY TO MEET TARGET                                                                                                                                                    | ACHIEVEMENT AGAINST TARGET                                                                                                                                    | IF IMPROVEMENT IS REQUIRED                                                |  |
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|                                                                                                               |                                                                                                                                                                                   |                                                                                                                                                               | PLANNED IMPROVEMENT/DATE                                                  |  |
| Décor and signage suitable for whole school community.                                                        | Ensure all signs are clear, support is provided and appropriate classroom layout is used. Specific needs to be identified prior to admission and appropriate facilities acquired. | 3 new classrooms completed July 2016                                                                                                                          |                                                                           |  |
| The size and layout of areas, including all academic, sporting, play and hall allows for access by all pupils | Ensure good standard of access                                                                                                                                                    | Areas are currently accessible                                                                                                                                | MUGA released July 2016<br><br>Accessible Peace Garden for September 2017 |  |
| Furniture and equipment is selected, adjusted and located appropriately                                       | Ensure all furniture and equipment is selected, adjusted and located appropriately                                                                                                | New furniture purchased for all classes<br><br>All new classes have interactive, accessible boards/screens<br><br>New dining furniture purchased January 2017 | Reviewed termly / as and when appropriate                                 |  |

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