

Hook Infant School Accessibility Policy - Plan 2016-2019

Key Objective	Action to be taken	Personnel Responsible		Resource Costs	Timescale: Key Dates	Success Indicator	Evaluation (When/Who/What)
		Involved					
Ensure compliance with Disability Discrimination Act	Staff and Governors informed of requirements and obligations of DDA and of Accessibility Plan	HT DH SENCO	Staff & Gov's	Staff meeting & Gov meeting time with regular updates	Ongoing, and when necessary, responding to legislation as it is published	School complies with requirements of DDA & SEN Code of Practice	HT/ Govs in Annual Report and regular meetings
Improve availability of written material in alternative forms	School aware of local & County services for converting written information into alternative forms. Also looking at updating the school website to include Multilingual options. Provide dual lingual books.	HT / DH SENCO All staff	All staff	Office time	Ongoing when introduced	School able to deliver information to all pupils and parents with disabilities and EAL	HT/ Govs in Annual Report and regular meetings
To improve learning and social experiences for children with Visual Impairment, Hearing Impairment and other life long or life limiting disabilities that may or may not involve a Statement of Special Needs, and to provide a room, if necessary, for regular treatment etc. eg. Pupils with Cystic Fibrosis, Epilepsy, Muscular Dystrophy, Haemophilia or any other disability that may need regular medical or non-medical attention	<ol style="list-style-type: none"> 1. Use stickers on glass doors to warn children of the glass 2. Paint yellow stripes along edges of outside steps 3. Create a good learning and social experience for VI, HI and pupils with life long or life limiting disabilities 	HT/ DH SENCO LSA HCC SEN staff who visit Other medical or social visitors	Site Manager	Regular budget for repair and maintenance agreed with HT LSA time SEN budget	Regular checks of suitable stickers & annual repaint / refurbishment of steps and other safety provisions. An available quiet room for consultation with Professionals and Parents. Specific arrangements to be made for disabled or medically challenged pupils who will be admitted to the school from time to time.	VI and HI pupils able to move safely & independently around entire site. Provision of a facility for pupils who may need a regular or occasional facility for treatment or to aid their recovery. Safe access for pupils in wheelchairs, wearing callipers or using crutches	HT / Govs in Annual Report and regular meetings
Ensure suitable use of ICT and / or other available educational aids to support disabled or disadvantaged pupils, according to their needs.	<ol style="list-style-type: none"> 1. Classroom support to help literacy etc. 	HT DH Senco ICT	All staff	<ol style="list-style-type: none"> 1. HIAS budget 2. SEN budget 	On going as each innovation or aid to learning is introduced into schools	Children able to record their work more easily and quickly to suit their specific needs	HT / Govs in Annual Report and regular meetings

Minimise risk to disabled children using a wheel chair or to VI / HI children, by keeping heavy traffic movement onsite to a minimum	Refuse access to parental parking on site with the exception of parents or children with a disability.	HT DH Site Staff	School County Surveyor	Budget for repairs as necessary. Log persistent offenders	On going vigilance	Only traffic movement on site should be vehicles belonging to staff or registered visitors. Maximum speed 5 mph	HT / Govs in Annual Report and regular meetings
Provide designated disabled parking spaces on school site	Mark up bays in outer car park	Site staff HCC HT	School County Surveyor	Budget for repairs as necessary	As needs dictate	Disabled parents and children have easy access to school building	HT / Govs in Annual Report and regular meetings
Improve access to playground for disabled children	Maintain slope from kerb to playground at end of pedestrian path	HT DH	Site Manager	Budget for repairs as necessary	Regular inspection of areas of access. Budget as required	Wheelchair users able to have easy access into playground	HT / Govs in Annual Report and regular meetings
Provision of access path at one level without interruption from school gates to Reception should be inspected regularly for hazards	Maintain path over HCC land at entrance to inner car park. Ramp over hall door and main entrance to facilitate entry as necessary	HT DH Site Staff	Country Surveyor Site staff	A regular Annual Budget to be provided for repair and maintenance of all access areas	Regular inspection by Buildings Committee with agreed budget submitted annually to Governors and agreed by HT	Wheelchair users / children on crutches able to have easy access into playground and schools	HT / Govs in Annual Report and regular meetings
Clear SEN Criteria for early identification of children who need support.	SENCo to update staff regarding identifying children with SEN.	HT DH SENCo	All staff	Staff meeting time with regular updates	Ongoing as needed	Pupils will be identified early. They will get help quickly and have targets set for them to help them make progress.	HT / Govs in Annual Report and regular meetings
To ensure that wherever possible all children can access all or part of school trips and visits.	Individual risk assessments to be completed.	HT / DH SENCO All staff	All staff	Teacher time.	As needs dictate – trips usually take place 1 x termly.	Wherever possible, all children access trips and visitors in school time.	HT / Govs in Annual Report and regular meetings
To use nurture groups, flexible timetabling and support services e.g. Behaviour support for outreach in order to enhance attendance and participation for all children.	To continue to individualise provision where necessary to ensure participation as fully as possible and make school an enjoyable experience.	HT / DH SENCO All staff	All staff	Teacher time SENCo time TA time	Ongoing as needed	All children attend school on a full time basis and have an individualised curriculum to support their learning.	HT / Govs in Annual Report and regular meetings