



CAM WOODFIELD JUNIOR SCHOOL

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Access Policy

2019-2024

Ratified LGB 21st January 2019

Review date January 2024

Access Policy

2018-19

(to be ratified by Governors)

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1 Introduction

Cam Woodfield Junior School's Access Plan has been produced in collaboration with the school community and will advise other school planning documents. The Access Plan will be reviewed annually in respect of progress and outcomes, and provide a projected plan for the four years period ahead of the next review date or sooner subject to changes in relevant legislative policy with regards to access.

The Access Plan is structured to complement and support the school's Equality Objectives, and will similarly be published on the school website.

Cam Woodfield Junior School is committed to providing an environment that enables full access to curriculum that is inclusive to all pupils, staff, parents and visitors regardless of their education, physical, sensory, social, spiritual, emotional and cultural needs. We are committed to taking positive action in keeping with the Equality Act 2010 as regards disability and the need to develop a culture of inclusion, support and awareness within the school.

2 Measures

Cam Woodfield Junior School's Access Plan shows how access is to be improved for disabled pupils, staff and visitors to the school within a given timeframe and, as far as is reasonable, in anticipating the need to make adjustments to accommodate individual needs where practicable. The Access Plan contains:

- Measures to increase access to the **curriculum** for pupils with a disability, expanding 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 duties under the Equalities Act 2010); this covers teaching and learning and the wider curriculum of the school such as participation in after-school clubs, leisure and cultural activities or school visits - it also covers the provision of specialist or **auxiliary aids and equipment**, which may assist these pupils in accessing the curriculum within a reasonable timeframe;
- Measures 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 within a reasonable timeframe;
- Measures to 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 timeframe.

3 Physical Access

The Access Plan relates to the key aspects of physical environment, curriculum and written information.

Whole school training addresses the need for continued awareness for staff and governors on equality issues in keeping with the Equality Act 2010.

The Access Plan should be read in conjunction with the following school policies, strategies and documents:

- Curriculum Policies
- Equality Objectives
- Health & Safety Policy (including off-site safety)
- Special Educational Needs Policy

- Behaviour Policy
- School Improvement Plan

The Access Plan for physical Access relates to the Access Audit of the School, which was originally undertaken by the Local Authority and subsequently updated by the school and remains the responsibility of the governing body. It may not be feasible to undertake all of the works during the life of this Access Plan and therefore some items will roll forward into subsequent plans. An Access audit will be completed by the school prior to the end of each period covering this plan in order to inform the development of a new Access Plan for the ongoing period.

Equality Impact Assessments will be undertaken as and when school policies are reviewed. The terms of reference for all governors' committees will include the need to consider Equality and Diversity issues as required by the Equality Act 2010.

The School's complaints procedure covers the Access Plan.

The Access Plan will be published on the school website.

The Access Plan will be monitored through the Local Governing Board meetings.

The school will work in partnership with any necessary agencies when developing and implementing the Access Plan.

The Access Plan may be monitored by Ofsted during Inspection processes in relation to Schedule 10 of the Equality Act 2010.

OBJECTIVE: Improve Curriculum Access

TARGETS	STRATEGY	OUTCOME	TIMEFRAME	ACHIEVEMENT
To develop a CPD programme to ensure staff are knowledgeable in terms of the needs of pupils with disabilities and strategies to support them	Staff training requirements identified (Performance Management) Guest speakers, school nurse, link professionals, inset	All teachers fully meet the requirements of disabled children's needs with regards to accessing the curriculum Monitored by HT and SENDCo	Continuous	Increased access to an appropriate curriculum for all pupils
All out-of-school activities are planned to ensure the participation of the whole range of pupils	Review all out-of-school provision to ensure compliance with legislation	All out-of-school activities will be conducted in an inclusive environment and if outside providers are used they will comply with all current and future legislative requirements Monitored by HT	Continuous	Increase in access to all school activities such as trips out, residential visits, extended schools activities and sporting events for all pupils
To ensure classrooms are optimally 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 Monitored by HT / Premises manager	Continuous	More time available for pupils to participate in curriculum activities
Training for Governors in terms of Raising Awareness of Disability Issues	Provide training for governors	Whole school community aware of issues relating to Access Monitored by Co-Chair of Governors	Continuous	Society will benefit by a more inclusive school and social environment
To deploy Teaching Assistants effectively to support pupils' participation	Review needs of pupils within each class and staff accordingly Ensure staff skills are matched to pupil needs	Pupils needs are appropriately met through effective deployment of skilled support staff Monitored by HT and SENDCo	Continuous	All pupils are supported to achieve their full potential

OBJECTIVE: Improve Physical Access

TARGET	ITEM TO IMPROVE PHYSICAL ACCESS	ACTIVITY	TIMEFRAME	Cost (est.) £
Improve access into school via the end of corridor external doors for wheelchair users or pupils / visitors that need to use equipment to assist them to walk.	Installation of fixed or temporary ramp system in front of the end corridor external doors.	Install ramps that are either fixed or temporary to support pupils/ visitors to enter the school with ease.	Summer 2019	£500+
Toileting facilities are compliant and enable wheelchair users' access.	The sizes of the room and door widths to the toilets are compliant with regulations and enables wheelchair users and carers suitable access and room to the facilities.	A survey of compliancy for the existing allocated disable toilet and washroom facilities.	Summer 2019	£500+
To improve facilities for pupils who attend the school who need intimate care.	Installation of washing facilities e.g. a shower that will also be incorporate in the existing disabled toilet. Emergency Pull Cord installed.	A shower installed in the disabled toilet, for pupils who need intimate care provision. Emergency Pull Cord installed so that staff can raise the alarm to SLT if they need assistance.	Summer 2020 (or depending on the need of individuals entering the school before this timeframe).	£1500+
Hearing Loop installed for all stakeholders and visitors to access information regarding the school.	To install a hearing loop in the school office.	Hearing Loop installed to enable both pupils, staff and visitors access to information regarding the school.	Summer 2020	£300+

OBJECTIVE: Improve the delivery of written information

TARGET	STRATEGY	OUTCOME	TIME FRAME	ACHIEVEMENT
Availability of written material in alternative formats	The school will make itself aware of the services available through the LEA for converting written information into alternative formats.	The school will be able to provide written information in different formats when required for individual purposes	On going	Delivery of information to pupils and parents/carers improved
Make available school prospectus, school newsletters and other information for parents/carers in alternative formats.	Review all current school publications and promote the availability in different formats for those that require it.	All school information available for all. School information published on the school website and updated regularly.	On going	Delivery of school information to parents and the local
Survey parents/carers as to the quality of communication to seek their opinions as to how to improve.	Send out survey to parents/carers Regarding the quality of communication.	School is more aware of the opinions of parents/carers and acts on this.	Summer 2019	Parental opinion is surveyed and action taken
The school moves towards an electronic method of reporting to parents.	Electronic reporting methods are explored.	The school has explored electronic reporting methods and is knowledgeable about best practice.	Summer 2020	The school is able to move forward with electronic reporting to parents/carers