

Wychbold First & Nursery School DES Action Plan  
January 2016 – December 2019

- Access to the curriculum
- Participation and engagement
- Employment
- Access to information and services
- Physical access

**Access to the Curriculum**

Action	Success Criteria	Lead Person	Timescale	Review
Review all policies to ensure they make reasonable adjustments for disabled pupils.	All policies reflect Wychbold belief in equal opportunities for disabled pupils.	Headteacher	Policy review cycle	January 2017
As part of curriculum review ensure that regular opportunities are embedded to raise awareness of disability equality issues.	Children can discuss the issues that disabled people may encounter.	All staff	Ongoing	January 2017 During our review of the curriculum we have discussed the use of visual images and role models to promote positive messages
Hardware and software needs are identified to support curricular access.	All pupils can access and record work appropriate to their needs.	Headteacher and all staff in partnership with OT and Regency Outreach team	Ongoing as appropriate	January 2017

## Participation and Engagement

Action	Success Criteria	Lead Person	Timescale	Review
Involve disabled pupils, staff and parents in identifying priorities for the scheme.	Views heard and used to identify action.	Headteacher	Ongoing	January 2017 Parent Forum meetings and annual questionnaires offer opportunities to identify areas for improvement specifically related to the DED.
Gather information on disabled pupils, staff, parents and others: patterns of participation and outcomes	Audit completed, action identified.	Headteacher	On entry Termly for monitoring	January 2017
Review representation in positions of responsibility to ensure that we include disabled pupils as positive role models.	Disabled pupils hold positions of responsibility if appropriate on School Council or as monitors throughout the school.	Headteacher	Ongoing	Ongoing
Ensure all trips and outside activities are fully inclusive for all pupils.	All pupils can access events, trips and outside workshops making reasonable adjustment where necessary.	Headteacher and all staff	Ongoing	Ongoing

## Employment

Action	Success Criteria	Lead Person	Timescale	Review
Monitor the number of staff who	Disabled staff are monitored and	Headteacher	Ongoing	Ongoing

count as disabled people and as part of Performance Management meetings, discuss reasonable adjustments.	their needs are recognised and adjustments made.			
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### Access to Information and Services

Action	Success Criteria	Lead Person	Timescale	Review
Review the format that information is offered to parents/carers including newsletter and pupil reports.	All documents are available to parents in an alternative format dependent on their needs.	Headteacher School Administrator	Spring 2016 - ongoing	Spring 2017 Reminders to be given on the newsletter that other formats can be made available if requested.
Ensure up to date evacuation procedures for any disabled children.	Evacuation procedures are established and all adults are aware.	Headteacher Supporting agencies	Ongoing	Ongoing

### Physical Access

Action	Success Criteria	Lead Person	Timescale	Review
Examine capital projects to ensure they maximise access and reasonable adjustments.	All capital projects reflect our commitments to access and reasonable adjustments.	Headteacher Governing Body – properties sub-committee	January 2016- ongoing	Ongoing