St James C of E Primary School

Accessibility Plan 2017-18

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| Priority | Lead people | Strategy/ Action | Resources | Time Frame | Success Criteria |
| Availability of written material in alternative form | GS/JM/YY | Staff aware of services available through LADisabled people aware of facilities through signs and newsletters etc. Improve availability of information for parents – display appropriate leaflets for parents to collect. | Contact details & cost of translation / adaptation | On going | Information to disabled pupils / parents as appropriate.Written information available in alternative formats.Take-up of information leaflets by parents. |
| Make available school brochures, school newsletters and other information for parents in alternative formats when specifically requested. | JM/YY | Review all current school publications and promote the availability in different formats when specifically requested | Admin time | Ongoing | All school information available for all who request it. |
| Training for teachers on differentiating the curriculum and effective communication with parents | GS | Staff training and meetings with parents of SEN pupils arranged | Training timeTA time allocated | In place & ongoing | Increased access to the curriculumNeeds of all learners metParents fully informed |
| Audit of pupil needs and staff training to meet those needs | LG/ Class Teachers | Review the specific needs for pupils living with a disability, in terms of basic daily living skills, relationships and future aspirations. | Staff time | Ongoing | Teachers are aware of the relevant issues and can ensure that this group has equality of access to life- preparation learning. The use of other professional partners has been made available. |
| Appropriate use of specialised equipment to benefit individual pupils and staff | LG | Alphasmart word processors for pupils with specific recording difficulty.Specific training in word processing skills through Touch Type Programme. LaptopsAdjustable stool for nursery nurse.Sloping boards and adjustable tables for pupils with fatigue problems or physical disability.Coloured overlays for pupils with visual difficulty.Specially shaped pencils and pens for pupils with grip difficulty. Braille machine. Staff trained as appropriate. | SEN Budget | Ongoing | Increased access to the CurriculumNeeds of all learners met. |
| Appropriate uses of colour schemes for internal/ external decoration to benefit pupils with visual impairments | GS/JM/DR | Follow advice on contrasting colours & re-decorate as necessary. To review and update following discussions with adviser and parents and pupils. | Cost of re-decorationBuild into maintenance budget | Summer 2 | Physical accessibility of school increasedSteps and handrails safer for pupils/adults with visual impairment. Areas maintained on a regular basis. |
| Provision of wheelchair accessible toilets  | PJ | Maintain a wheelchair accessible toilet | Maintenance budget | Ongoing | Physical accessibility of school increasedWheelchair accessible toilet |
| Fit grab rails where necessary | JM/PJ/DR | Maintain grab rails around school site, including classrooms and other appropriate locations | Cost of new rails if needed |  | Accessibility of school & play areas increased. Physically impaired pupils able to access all areas. |
| Improve signage to indicate access routes around school | JM/PJ | Signs indicate disabled parking bays and wheelchair friendly routes around schoolProvide access plan of building in reception area |  | Ongoing | Disabled people aware of wheelchair access to all parts of the school |
| Maintain Safe access around exterior of school | JM/PJ | Ensure that pathways are kept clear of vegetation. Make sure grounds maintenance contractors know which areas to prioritise. | Cost included in ground`s maintenance contract | On going | Disabled people to move unhindered along exterior pathways |
| All out of school activities are planned to ensure, where reasonable, the participation and independence of all pupils. | GS/JM | Review all out-of-school provision to ensure compliance with legislation  |  | Ongoing | All out-of-school activities will be conducted in an inclusive environment with providers that comply with all current and future legislative requirements |
| Training for Awareness Raising of Disability issues |  GS/JM  | Provide training for governors, staff, pupils and parents Discuss perception of issues with staff to determine the current status of school |  | Ongoing | Whole school community aware of issues relating to Access |