

Park Mead Primary School: Accessibility (Disability Equality) Action Plan 2016 – 2021

Action	2016/17 Target	2018/19 Target	2019/20 Target	2020/21 Target	Person(s) Responsible
Admissions Arrangements	Meetings with SENCo for parents and children Class teachers Pre-visits to school	Meetings with SENCo for parents and children Class teachers Pre-visits to school	Meetings with SENCo for parents and children Class teachers Pre-visits to school	Meetings with SENCo for parents and children Class teachers Pre-visits to school	SENCo Class teachers SLT
To gather and monitor data on the full range of SEN and disabled pupils, their attainment and progress	Tracking data termly	Tracking data termly	Tracking data termly	Tracking data termly	class teachers (input) SENCo (analysis)
To undertake a re-cavass of all existing staff inviting any staff who consider that they have become disabled to submit a self-classification form	Recorded in staff meeting minutes termly. Feedback from SLT	Termly activity	Termly activity	Termly activity	Head teacher or delegated team member devise form, distribute & collate feedback take action as necessary
To encourage appointees (who have not done so at the recruitment stage) to indicate at induction whether they consider themselves disabled	Induction Plan Statement on job spec/description	Termly activity to be undertaken following appointment	Termly activity to be undertaken following appointment	Termly activity to be undertaken following appointment	Application forms Business Manager Induction Mentors
To continue to monitor the reasons for rejection of disabled applicants	Documentary evidence as and where necessary	Documentary evidence as and where necessary	Documentary evidence as and where necessary	Documentary evidence as and where necessary	Headteacher appointment panel governors
<i>To work to support compliance with the following provisions of the 'Disability Symbol' scheme:</i>					
To interview all applicants with a disability who meet the minimum criteria for a job vacancy and to consider them on their abilities	Compliant	Compliant	Compliant	Compliant	Headteacher appointment panel governors
To ensure that at least once a year disabled employees are offered the opportunity of a meeting with their line manager to discuss needs for adjustments and their development	Compliant Monitor through Performance Management process	Compliant Monitor through Performance Management process	Compliant Monitor through Performance Management process	Compliant Monitor through Performance Management process	Line managers
To make every effort when employees become disabled to ensure they stay in employment	Compliant Advice from Surrey Personnel Services	Compliant Advice from Surrey Personnel Services	Compliant Advice from Surrey Personnel Services	Compliant Advice from Surrey Personnel Services	Line managers Head teacher

To ensure that disabled pupils are supported to achieve their full potential through the provision of appropriate support	Consult LA, Outside agencies, Parents, Train staff EduKey software	Consult LA, Outside agencies, Parents, Train staff EduKey software	Consult LA, Outside agencies, Parents, Train staff EduKey software	Consult LA, Outside agencies, Parents, Train staff EduKey software	SENCo Headteacher Teachers, SLT SEND Governor
To ensure that disabled pupils can access the facilities and support they require	Consult with teachers & SENCo Provision of ramps Visual adaptations Curriculum adaptations Establish each child's needs ensure availability of facilities and support. Train staff	Consult with teachers & SENCo Provision of ramps Visual adaptations Curriculum adaptations Establish each child's needs ensure availability of facilities and support. Train staff	Consult with teachers & SENCo Provision of ramps Visual adaptations Curriculum adaptations Establish each child's needs ensure availability of facilities and support. Train staff	Consult with teachers & SENCo Provision of ramps Visual adaptations Curriculum adaptations Establish each child's needs ensure availability of facilities and support. Train staff	SENCo Headteacher SLT SEND Governor Accessibility Support and Advisory Services
To ensure that disabled pupils know how to be healthy	Curriculum (planning, content, delivery and assessments). Staff training Liaison with parents and medical staff	Curriculum (planning, content, delivery and assessments). Staff training Liaison with parents and medical staff	Curriculum (planning, content, delivery and assessments). Staff training Liaison with parents and medical staff	Curriculum (planning, content, delivery and assessments). Staff training Liaison with parents and medical staff	All staff
To ensure that disabled pupils are not victims of bullying or harassment	Curriculum (planning, content, delivery and assessments). Staff training. Anti-bullying policy. teachers' vigilance	Curriculum (planning, content, delivery and assessments). Staff training. Anti-bullying policy teachers' vigilance Records of prejudice incidents action plans.	Curriculum (planning, content, delivery and assessments). Staff training. Anti-bullying policy teachers' vigilance Record Keeping of prejudice incidents and action plans.;	Curriculum (planning, content, delivery and assessments). Staff training. Anti-bullying policy teachers' vigilance Record Keeping of prejudice incidents and action plans.	All staff
To ensure that positive attitudes towards disabled people are promoted	Curriculum (planning, content, delivery and assessments) Staff training Promote disabled achievers from the world of sport Theme days	Curriculum (planning, content, delivery and assessments) Staff training Promote disabled achievers from the world of sport Theme days Records of prejudice incidents action plans.	Curriculum (planning, content, delivery and assessments) Staff training Promote disabled achievers from the world of sport Theme days Records of prejudice incidents action plans.	Curriculum (planning, content, delivery and assessments) Staff training Promote disabled achievers from the world of sport Theme days Records of prejudice incidents action plans.	All staff
To ensure that disabled pupils' voices are heard	School Council. Class Teachers	School Council. Class Teachers	School Council. Class Teachers	School Council. Class Teachers	All staff

To ensure that disabled parents are supported to access information about their child's progress at school	Consult with staff Parent Consultation evenings Open evening School prospectus and/or website statement Promoting what to do if a disabled parent has difficulty accessing information about the school or child's learning.	Consult with staff Parent Consultation evening. Open evening School prospectus and/or website statement Promoting what to do if a disabled parent has difficulty accessing information about the school or child's learning.	Consult with staff, involvement of HSLW Parent Consultation evening. Open evening School prospectus and website statement promoting personalised communication processes.	Consult with staff, involvement of HSLW Parent Consultation evening. Open evening School prospectus and website statement promoting personalised communication processes. EAL support sought ie interpreters	All staff Headteacher SEND Governor
To ensure that parents of disabled pupils are supported to access information about their child's progress at school	Consultation with staff Parents Consultation Evenings Open evening	Consultation with staff Parents Consultation Evenings Open evening	Consultation with staff Parents Consultation Evenings Open evening	Consultation with staff Parents Consultation Evenings Open evening	Teachers and Headteacher
To ensure that the needs of disabled governors are met and that disabled members of the community are not discouraged to participate in school activities.	Consultation with Governors and the community. See Single Equality Scheme and Equality Policy	Consultation with Governors and the community. See Single Equality Scheme and Equality Policy	Consultation with Governors and the community. Single Equality Scheme and Equality Policy Discussions with candidates when recruiting.	Consultation with Governors and the community. Single Equality Scheme and Equality Policy Discussions with candidates when recruiting.	Headteacher Chair of Governors
To ensure that disabled pupils can participate in extra-curricular activities	Risk assessments Planning, (to include access, toilets, extra staffing etc)	Risk assessments Planning, (to include access, toilets, extra staffing etc)	Risk assessments Planning, (to include access, toilets, extra staffing etc)	Risk assessments Planning, (to include access, toilets, extra staffing etc)	All teachers, teaching assistants and support staff
To ensure that disabled pupils can participate in school trips and visits	Risk assessments Planning, eg school visits (access, toilets. Extra staffing etc) Health and Safety Committee. See Single Equality Scheme	Risk assessments Planning, eg school visits (access, toilets. Extra staffing etc) Health and Safety Committee. See Single Equality Scheme	Risk assessments Planning, eg school visits (access, toilets. Extra staffing etc) Health and Safety Committee. See Single Equality Scheme	Risk assessments and planning for day visits and residentials (access, toilets. Extra staffing etc) Health and Safety Committee. See Single Equality Scheme	Headteacher, SENCO and planning staff

This Accessibility (Disability Equality) Plan was formally adopted by PARK MEAD PRIMARY SCHOOL on

Reviewed by the Governing Body on.....

Signed by:.....

Date:

Chair of the Governing Body

Next Review Date: Autumn 2017