



St. Anne's School and Sixth Form College

Accessibility Policy

This policy will be reviewed annually by the Health and Safety Committee.
Plan updated Autumn Term 2018

1. INTRODUCTION

This policy aims to treat all stakeholders favourably and wherever possible take reasonable steps to avoid placing anyone at a substantial disadvantage. The school aims to provide equal opportunities for all pupils.

2. PURPOSE

This Accessibility Plan is drawn up in compliance with current legislation and requirements as specified in Schedule 10, relating to Disability, of the Equality Act 2010. School Governors are accountable for ensuring the implementation, review and reporting of progress of the Accessibility Plan over a prescribed period.

The Equality Act 2010 replaced all existing equality legislation, including the Disability Discrimination Act. The effect of the law is the same as in the past, meaning that "schools cannot unlawfully discriminate against pupils because of sex, race, disability, religion or belief and sexual orientation".

According to the Equality Act 2010 a person has a disability if:

- a) He or she has a physical or mental impairment, and
- b) The impairment has a substantial and long-term adverse effect on his or her ability to carry out normal day-to-day activities.

3. OBJECTIVES

St Anne's is committed to providing an environment that enables full curriculum access that values and includes 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 the spirit of the Equality Act 2010 with regard to disability and to developing a culture of inclusion, support and awareness within the school.

The school recognises and values parent's knowledge of their child's disability and its effect on their ability to carry out everyday activities and respects the parent's and child's right to confidentiality.

The School's Accessibility Plan shows how access is to be improved for all pupils, staff and visitors to the school within a given time frame and anticipating the need to make reasonable

adjustments to accommodate their needs where practicable.

4. KEY ASPECTS OF THE ACCESSIBILITY PLAN

The Accessibility Plan details relevant and timely actions to:-

- a) **Physical environment access:** Improve and maintain access to the physical environment of the school, adding specialist facilities as necessary – this covers improvements to the physical environment of the school.
- b) **Curriculum access:** Increase access to the curriculum for all pupils' by expanding the curriculum as necessary to ensure that all pupils are as equally prepared for life. This covers teaching and learning and the wider curriculum of the school such as participation in leisure and cultural activities or schools visits – it also covers the provision of specialist or auxiliary aids and equipment, which may assist pupils in accessing the curriculum within a reasonable timeframe.
- c) **Written information access:** Improve the delivery of written information to pupils, staff, parents and visitors to address their disability; examples might include hand-outs, symbolised and written timetables, and information about the school and school events; the information should be made available in various preferred formats within a reasonable timeframe

Whole school training will recognise the need to continue raising awareness for staff and governors on equality issues with reference to the Equality Act 2010.

The Accessibility Plan for physical accessibility relates to the Access Audit of the School, which remains the responsibility of the governing body. It may not be feasible to undertake all of the works during the life of this accessibility plan and therefore some items will roll forward into subsequent plans. An accessibility 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 Accessibility 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.

5. MONITORING AND REVIEW OF THE PLAN

The Accessibility Plan will be published on the school website.

The Accessibility Plan will be monitored through FGB with the chair of the health and safety governor leading this area.

It is a requirement that the school's accessibility plan is resourced, implemented, reviewed and revised as necessary and reported on annually. Attached is a set of action plans showing how the school will address the priorities identified in the plan.

St. Anne's Access Audit and Achievement Plan 2016- 2018

PHYSICAL ENVIRONMENT ACCESS

COSTS - **N** = None, **M** = Minimal, **OG** = On-going maintenance **ST** = Structural change, **EX** = Major structural change

Action / Details of the issue	Recommendation		Cost	Action taken (Red, Amber, Green rating)
1. To provide an area for meetings across the daytime.	Look into costs of a modular building designated just for meetings / training	ST	Donation (remedial work in the area required)	Summer 2016
2a. Hydrotherapy pool needs a secure entrance 2b. School entrance needs to be more secure.	Liaison with local authority	ST		New fob system for the pool and entrance which links into the fire alarm system. Summer 2016
3. Access and egress for home school transport. Safety of buses moving before all transport was fully loaded.	SLT and site manager to look at measures that could be introduced.	M	£10	Chain to be placed at the top of the drive. System explained to all drivers. Autumn 2016
4. To provide additional outdoor activities in a secure area.	Child Care Manager investigated and costed the project	M	£15,000.00	Site identified need excavating, levelling and tarmacking, before installation of two enclosed trampolines. Then site needed secure fencing and gates. Summer 2016
5. Door to newer double mobile blows open with the wind.	Site manager and SLT investigated options	ST		Door hinges changed to enable the door to open inwards. Summer 2016
6. Wider corridor and door frames to allow easier movement of beds and wheelchairs.	Site manager to investigate cost.	M	N/A	During investigations school was given notification of a new build

				2018-2019. As access is not compromising current health and safety regulations it was decided no further action required. Autumn 2016
7. To provide additional office space for new appointed HR officer	Site manager, SLT and health and safety governor to look at appropriate spaces within across the site	M	£5,000.00	To reduce the size of the staffroom to make office space with access from the main corridor. Autumn 2016
8. Front door to main school entrance is heavy to push open and hold back.	Manufactures to check door	ST OG	£3000.00	Door continues to be hard to push open. Notice to all staff and visitors placed on the door warning them to be aware
9. There is no suitable secure site entrance; currently the site gates are manually opened/closed. The site cannot be completely secured as there is a gap between the pedestrian pathway and the gated entrance. Any option for a secured entrance would involve linking to the fire alarm system, electricity connection, more fencing and approval of the spend from the governors.	To investigate all options of securing the site.	EX	Approx £50,000.00	Site manager worked with the local authority to secure the site with an automatic gates system. Spring 2017
10. There are no permanently accessible parking spaces provided within the car park for staff with health issues.	Provide 2 accessible parking spaces. No bays will be required, as a disused area could be designated for identified staff.	N	N/A	Two parking spaces made available, other staff made aware not to park in these areas. Spring 2017
11. The access to the meeting room has steps, preventing wheelchair users from access and egress.	Undertake structural change by removal of steps, survey area to	ST	£5,000.00	Concrete ramp, with safety rails. Accessible to all. Spring 2017

	establish the gradient for the ramp.			
12. Additional toilets requested for KS1/KS2 pupils	HT and site manager met with staff to access the situation. After talks site manager installed additional toilets	ST		Toilets installed. Spring 2017
13. Finger shields to prevent injury to pupils and staff.	Site manager to regularly review current finger shields	OG		On-going
14. No secure fencing for sheep on site.	Teacher in charge of small animals worked to liaise with site manager.	ST	£4,000.00	New wooden fencing and metal cattle gates installed for access / egress. Spring 2017
15. To secure the lower playground and the outside area to the newer double mobile.	Site manager to cost any alterations / improvements.	ST	£8,000.00	Additional fencing and gates to both areas. Summer 2017
16. See Action point 5. Staff raised concern over the redesigned toilet are because of pupil privacy was compromised.	HT and site manager looked at the issue. Site manager consulted with staff. Implementation of new design by site manager summer 2017	ST	£1000.00	New design implemented. Summer 2017
17. Stable block requires installation to protect the small animals.	All premises staff to investigate options	ST		Premises staff to begin work summer shutdown 2017. Small animals re-sited summer 2018 in new accommodation.
18. To investigate off site storage of confidential materials currently stored in house	SBM to investigate options for storage	OG		SMB agreed a new off site secure storage for confidential materials. Summer 2017
19. Bedroom area in Residence identified as needing changes (tracking and vinyl flooring) due to the changing needs of a young person	CCM to obtain quotes	ST	Awaiting quotes	Autumn 2017

CURRICULUM ACCESS

COSTS - **N** = None, **M** = Minimal, **OG** = On-going cost, **OP** = One off payment

Action / Details of the issue	Recommendation		Cost	Action taken (Red, Amber, Green rating)
1. Pupils' access to the curriculum is increased because there is a reduction in exclusions, individual pupil's needs are met, and suitable educational provision is provided.	To gain Autism Accreditation	OG	£10k	To register and proceed with application for accreditation. Staff training Follow through assessors action points Achieved Summer 2017 Leader SLT member and governor to attend network meetings On-going training for Team Teach trainers. On-going staff training School Pod purchased Summer 2016 Staff training on going
	All staff to have a thorough understanding and knowledge of de-escalation techniques	OG	£3k	
	Investigate electronic recording systems	OG	Annual fee	
2. All pupils to have a differentiated curriculum that meets their individual needs	Differentiated curriculums for different key stages. All pupils to have individual learning profile.	N	N/A	Training and induction for newly employed staff On-going
3. Training for awareness raising pupil's conditions and individual needs.	Training for the staff team	N	N/A	SALT training on-going Team Teach trainers deliver training School Nurses deliver training
4. New initiatives of training that can enhance the	Training for the staff	OP	£4k	Talking Mats booked for 48 staff

service offered to pupils and families	team			(across School and Residence) Autumn 2017
5. Classrooms are optimally organised to promote the participation and independence of all pupils.	Provide training for all staff	N	N/A	Classroom environments change to accommodate differing needs. Tracking installed into another classroom summer 2018
6. Lunch time clubs are planned to ensure the participation of the majority of pupils.	Ask staff if they are willing to lead lunch time clubs Liaising with outside agencies and pastoral care co-ordinator.	M OG	£2k	Clubs formed to reflect the needs and interest of pupils. Outside providers sourced. Some staff leading the activities. On-going
7. Work placements are reviewed and planned for KS4 / KS5 students to ensure all students are given the opportunity.	Discuss interest with students Placements are risked assessed. Parental permission agreed.	OG	£5k	Placements agreed Risk assessments complete, this changes each year with new cohorts of students.
8. Inclusion within the mainstream setting for identified pupils and whole class groups.	Liaise with partnership schools and teachers. Subjects / activities identified Pupils and class groups identified Parental permission agreed.	N	N/A	Inclusion opportunities agreed. On-going Autumn 2018 one group of lower school pupils educated two and half days a week on a mainstream site, a different group access another mainstream primary for one day a week. Individual pupils accessing local mainstream provision
9. All young people accessing the Residence to gain independence and functional living skills	Develop an electronic recording system to track data	M	Allocated staff time	Member of staff allocated to devise an excel programme. Staff training. On-going. Data system devised to record pupil progress against independence / functional skills, spring 2018.

10. Liaison between Class Teachers and Residence link workers to maintain best outcomes for young people	Robust evidence required for ease of tracking	M	Allocated staff time	Allocated times for meetings. New recording form and signed off by SLT. On-going
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INFORMATION ACCESS

COSTS - **N** = None, **M** = Minimal, **OG** = On-going cost, **OP** = One off payment

Action / Details of the issue	Recommendation		Cost	Action taken (Red, Amber, Green rating)
1. Availability of written materials in different formats.	Where a need is identified for a different format the school will support and provide materials.	M		Alternative formats provided when necessary On-going Spring 2018 school website can be selected into different languages.
2. Make available school information in alternative formats.	Review all school publications	M		Alternative formats provided when necessary On-going
3. Enhance communication between Residence / Home	Issue books to all young people accessing the Residence	M		Residence welfare books introduced for messages, photos etc Spring 2017
4. 24 hour support	Trial a 24 hour support for parents / carers	M		Calls to go through to the Residence. Any issues to be dealt with by the current Designated Safeguarding Leads. Spring 2017
5. Social Media accessibility	Update the Website. Set up Twitter account. Set up a Mobile App	M M OG		All set up and maintained by staff to keep current. Spring 2017

6. Enhance communication between School / Home	Issue books to all young people	M		Introduce planners for all school pupils. Autumn 2017
7. Raise the awareness of adults working at and for the school of the importance of good communication systems.	Arrange training for leader staff	OP	£6k	Register the school for Wellbeing Award and Parent Partnership Award Summer 2017. Staff diaries autumn 2018