

# **Coxheath Primary School**



## **Accessibility Plan**

**Reviewed – Term 2 2022/23**

**Next review – Term 2 2023/24**

## **Vision Statement**

At Coxheath Primary School we believe that every child should have access to a broad, balanced, relevant and differentiated curriculum. This should take account of their individual strengths and needs and should allow each child to learn and achieve their potential.

This Accessibility Plan sets out how our school will increase access to education for disabled pupils, following its legal obligations, as set out in the Equality Act 2010, with particular focus on those pupils currently within Coxheath Primary School.

## **Definition of Disability & Legal Background**

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

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

Under the Equality Act 2010 all schools must have an Accessibility Plan. The Equality Act 2010 replaced all existing equality legislation including the DDA. The effect of the laws is the same as in the past, meaning that 'Schools cannot lawfully discriminate against pupils and staff because of sex, race, disability, religion or belief and sexual orientation'. We ensure that disabled pupils are not treated less favourably and take reasonable steps to avoid putting disabled pupils at a substantial disadvantage, this is known as 'reasonable adjustments duty'.

## **Needs**

These may include:

### Diabetes

All staff will be made aware of a child with diabetes and all necessary training provided to staff.

### Visual Impairment (Including Visual Stress)

Any child with a visual impairment will be appropriately placed in the classroom and suitable material used to accommodate the difficulty. All steps will be taken to ensure full participation in all activities.

### Hearing Impairment

Any child with a hearing impairment will be appropriately seated in the classroom and all steps taken to ensure their full participation.

### Dyslexia

Appropriate strategies and materials will be adopted to enable children to be included in all learning and activities.

### Autism

Appropriate strategies and materials will be adopted to enable children to be included in all learning and activities.

### Allergies

All possible precautions will be taken to ensure children with allergies are protected and appropriate steps taken to ensure, should a reaction occur, medical needs can be dealt with safely and effectively.

### Asthma

Children with asthma must have immediate access to an inhaler if prescribed by their doctor. This will be kept in the classroom and taken to PE lessons as well as out for break/lunch.

### Specific Health Needs

Relevant staff will be made aware of children with specific health needs. These will be recorded in a Healthcare plan and advice sought from Medical Professionals as required.

All teachers are made fully aware of the needs of children with a medical or learning difficulty. Photographs of children with medical needs are displayed in relevant classrooms and kept centrally in the Medical Register.

## **Medication**

Children requiring medication may continue to come into school providing they are fit enough to attend and do not carry the risk of infecting others. All medications will be stored in the locked cabinet in the school office or specific fridge if required.

### ADHD

Appropriate strategies and materials will be adopted to enable children to be included in all learning and activities.

### Physical Needs

All staff will be made aware of a child with physical needs and all necessary training provided to staff. Adjustments will be made where needed after advice has been sought from relevant services and risk assessments made e.g. ramps.

### Mental Wellbeing

All staff will be made aware of a child who may be in need of support regarding mental wellbeing and nurture staff deployed to support the child and advise class teachers. A referral or support may be requested through the Emotional Wellbeing Team if needed.

## **Three Focus Areas**

### School Curriculum

Increasing the extent to which disabled pupils can participate in the school curriculum; which includes teaching and learning and the wider curriculum of the school, such as participation in after school clubs, leisure and cultural activities or school visits.

### School Environment

Improving the environment of the school to increase the extent to which disabled pupils can take advantage of education and associated services.

### Written Environment

Improving the delivery to disabled pupils of information, which is provided in writing for pupils who are not disabled. We will also be considering how we can provide information to pupils and their families where English is not their first language.

## **Provision Consideration**

This plan was based on the needs listed above and the access audit – See Appendix 1.

- Preparation for entry to school.
- The curriculum - teaching and learning.
- Classroom organisation.
- Timetabling for individual and groups of children.
- Access to site facilities.
- Sports facilities.
- Access to school trips and residential.
- Access to clubs and extended day.
- Access to future buildings.
- Policies
- Playtimes and lunchtimes
- Assessment and examination arrangements
- Discipline procedures – rewards and sanctions
- Preparation for the next phase of education
- The ways in which information is shared including reports and a Parent's evenings.

## **Information Gathering**

The school will endeavour, through a variety of means, to ensure that it has gathered as much information as possible about children, both before entering school and whilst they are on roll, in order to ascertain any physical or other impairment.

This is carried out through the admission pack, visits to pre-schools or phone calls to the pupil's current school. . Then an annual review of information held will be sent to parents for checking and the addition of any further information. Any information gathered verbally from a parent or guardian will be added to the information held, or if heard indirectly, will be checked with the parent/guardian for accuracy before being added.

SCHOOL CURRICULUM					
Aim	Current good practice <i>Include established practice and practice under development</i>	Actions to be taken	Person responsible	Date to complete actions by	Success criteria
Ensure full access to the school curriculum for children with a disability.	<p>Coxheath offers a curriculum which is adapted for children of all abilities and uses specific resources to ensure certain children are able to access the curriculum fully.</p> <p>Systems for transition into school from pre-school are well planned to ensure the school can plan for all needs.</p>	<ul style="list-style-type: none"> <li>• Ongoing training for specific staff as required to ensure all children's needs are met.</li> <li>• Senco/Senco assistant to carry out screening of children to identify needs.</li> <li>• Teaching staff/Senco to work alongside professionals to support children's needs.</li> <li>• Class teachers to ensure children's additional needs are written on class provision maps or personalised plans and actioned as appropriate.</li> <li>• Aids sourced to support children as part of their daily routine e.g. timers/cushions.</li> <li>• Class teachers take specific needs into account when planning seating or children and curriculum design.</li> <li>• Develop system for sharing information for in-year pupil transfer.</li> <li>• Develop the range of ICT applications that are used to enable children's work to be</li> </ul>	SLT SENCO Teachers Nurture Staff Assistant Head for Inclusion	<p>Ongoing throughout the year.</p> <p>System for in-year pupil transfer to be in place in January 2023.</p>	Children's needs identified and actions ensure children can fully access the curriculum and make expected progress.

		adapted and ensure staff have appropriate training.			
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SCHOOL ENVIRONMENT					
Aim	Current good practice <i>Include established practice and practice under development</i>	Actions to be taken	Person responsible	Date to complete actions by	Success criteria
<b>Improve and maintain school environment to meet the needs of all children.</b>	<p>Nurture TA and nurture provision ensures all children have support coming into school and are settled before entering the classroom.</p> <p>Develop Nurture provision at unstructured times of the day for children who may need time away from the playground.</p>	<ul style="list-style-type: none"> <li>To have a dedicated Nurture space available each day.</li> <li>Develop bank of resources available in the meeting room and on the bus</li> <li>Training for staff in strategies to support pupils.</li> <li>Timetable for children to be able to access the Nurture space on the bus.</li> </ul>	<p>Nurture team</p> <p>SLT</p>	July 2023	<p>Nurture space available to all children and being accessed as appropriate.</p> <p>Staff to have access to a bank of resources to support children when needed.</p>

<b>Maintain school interior and exterior environment to meet the needs of children, staff, parent and carers.</b>	Whole site can be accessed by all children	<ul style="list-style-type: none"> <li>• Ensure the ramps around the school are maintained.</li> <li>• Ensure LIFT is maintained.</li> <li>• Ongoing training for any additional needs and adaptations made as required. Access visits for new pupils as required.</li> <li>• Development of resources for and training for staff to understand the needs of and support HI and diabetes when pupils transition to a new class.</li> </ul>	SLT Site manager Senco	Ongoing throughout the year. To be reviewed on site walks.	Children are able to access all areas of the school site.
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<b>SCHOOL WRITTEN ENVIRONMENT</b>					
<b>Aim</b>	<b>Current good practice</b> <i>Include established practice and practice under development</i>	<b>Actions to be taken</b>	<b>Person responsible</b>	<b>Date to complete actions by</b>	<b>Success criteria</b>
<b>All children can access information in visual signage</b>	<p>Clear visual signage on all toilets.</p> <p>Visual timetables and task management boards used within classrooms.</p>	<ul style="list-style-type: none"> <li>• Staff to be aware of needs of EAL learners in their classes</li> <li>• Working walls and resources to be updated regularly.</li> <li>• Addition of EAL signage around the school.</li> </ul>	<p>SENCO</p> <p>Class Teachers</p> <p>TAs</p>	End of term 4	Visual communication ensures all children can confidently access the learning and school environment.

	<p>Visual signs used as appropriate across the school.</p> <p>Exit routes well marked.</p>	<ul style="list-style-type: none"> <li>• Ensure visual classroom labelling on trays and resources is consistent and accessible to all.</li> <li>• Training from Speech and Language Therapists to support language in the environment and PECS in YR.</li> </ul>			
<p><b>Improve the delivery information to parents/guardians.</b></p>	<p>Open door policy where parents/guardians feel confident to approach staff for support. Staff at main gate twice daily.</p> <p>School CAFSO available throughout the day to support parents/guardians.</p> <p>Senco supports with form completion and analysis of reports from other agencies.</p> <p>Teachers available at the class door daily.</p>	<ul style="list-style-type: none"> <li>• Support parents/guardians to read written information on request.</li> <li>• Teachers to verbalise important messages to parents if they know they do not have strong literacy skills or ask CAFSO to pass on.</li> <li>• SLT to research possibility of other translation when requested.</li> <li>• Office to support parents to sign up for newsletters etc and completion where requested.</li> <li>• CAFSO to support families to apply for Free School Meals.</li> <li>• Senco to develop written reports to parents 3 x year and when assessments are completed.</li> </ul>	<p>SLT</p> <p>Parent Council</p>	<p>September 2022</p>	<p>All parents/guardians can confidently access school updates and achievements.</p> <p>Feedback from Parent Council and Parent Survey.</p>

## Appendix 1

### Access audit

Feature	Description	Actions to be taken	Person responsible	Date to complete actions by
Access to school environment	All areas of school are accessible to all children.	<p>Ensure any ramps on the site are regularly checked and maintained.</p> <p>Development of the EYFS outdoor area – access for all pupils to be considered in planning.</p> <p>Multi-use area for sport – access to be considered for all pupils when planning.</p>	SLT Site manager	On-going
Corridor access	All corridors are accessible for wheelchairs and wide enough for manoeuvre.	<p>Corridors to be tidy and free from obstructions.</p> <p>Staff to consider if doors are too heavy for anyone to use themselves and inform SLT.</p> <p>Classroom and corridor access to be planned ahead for disabled pupils.</p> <p>If inviting a parent into school who uses a wheelchair – access to the place of meeting needs to be considered and planned ahead.</p>	<p>All school staff</p> <p>SENCO</p> <p>FLO/Class teachers</p>	<p>On-going</p> <p>July 2023</p> <p>When needed.</p>
Signage	Clear signage in school relating to emergency exits and toilets.	<p>Review all other signage to ensure accessible to all.</p> <p>Review and consider increased EAL signage.</p>	SLT	Jan 2023
Alarms	All children and staff have the ability to distinguish between fire and lockdown alarms	<p>Both alarms to be sounded at regular intervals and fire/lockdown drills actioned 3x per year.</p> <p>Ensure disabled pupils know how to respond and adults help in lockdown – PEEPs completed</p>	<p>Site manager</p> <p>SLT</p> <p>SENCO</p>	<p>On-going</p> <p>By end October 2022</p>
Access to Curriculum	Ensure all children can equally access curriculum.	<p>Learning walks and book scrutinies monitor curriculum access.</p> <p>Tracking of EAL pupils using Kent Steps and access to preteaching groups.</p> <p>Quality First Teaching strategies in place as identified in the SEND Review.</p>	<p>SLT</p> <p>Curriculum Leaders</p> <p>Senco</p>	On-going



		Children identified who may be working below their year group curriculum and additional support identified. High Needs Funding applied for when a pupil requires a personalised curriculum.  Staff Development Day on adapting the curriculum January 2022, ongoing training since then including the use of ICT applications.		
Parental Access to school information	Ensure all parents/guardians have equal access to school information.	Investigate the number of parents who would benefit from information being translated.	SLT Parent Council	Jan 2023

#### Cross Reference

Please also see the school Inclusion Policy, Health and Safety Policy, Racial Equality Policy, Equal Opportunities Policy and Admissions Policy.

#### **Procedures adopted by the school in the event of wishing to exclude a child from part of the curriculum, club or school activity**

Every possible effort will be made to include all children in all activities in the curriculum and those associated with the school but there may be circumstances when this is not possible.

These are:

- When health and safety of the child is at risk
- When the health and safety of another child is at risk