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# ACCESSIBILITY PLAN

## Introduction

Ryefield School meets part 6 of the Equality Act 2010 so it does not discriminate against disabled people.

The Special Educational Needs and Disability Act 2001 require that you do not discriminate against disabled people in their access to education by imposing a planning duty.

**Aim**

This Accessibility Plan will cover the following

* Increasing access to the school curriculum for disabled pupils
* Improving the delivery of information to disabled pupils
* Improving physical access to the school environment

Any area of the school which is visited by members of the public is included in this act and the school has an obligation under Part 5, Employment.

## Plan

In June 2014 the school commissioned Evans Jones to complete a full Accessibility Audit of the schools facilities. The results of this audit have been analysed and placed into the following Accessibility Plan. The issues within this plan are to be resolved through the actions identified in the timescale shown. The Responsible Person named must ensure that these issues are rectified but do not necessarily have to carry out the changes themselves. Any problems that may delay the completion of the resolution must be noted in the comments column.

**Cost Bandings**

* A - £0-£500
* B - £500-£2500
* C - £2500-£5000
* D- £500-£10000
* E - £10000+

**Priorities**

* **1** – Urgent – low cost items which impose serious health and safety issues and/or barriers to access
* **2** – Adjustments which need to be carried out as soon as possible
* **3M** – Adjustments as part of maintenance or capital works project
* **3R** – As part of refurbishment programme
* **4** – When a specific need is identified

**Priority 1 - Urgent – low cost items which impose serious health and safety issues and/or barriers to access**

| **Issue** | **Action** | **Cost** | **Responsible Person** | **Timescale** | **In SDP** | **Complete** | **Comments** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| The entrance into the site is fitted with dropped kerbs which are set above the level of the carriageway = issue to wheelchair user | Contact Planning Department at the Local Authority and request Local Highways Authority lower the dropped kerbs so that they are flush with the adjacent carriageway | 0 | School Operations Manager (SOM) | Immediately | N/A | Yes |  |
| The post mounted lighting on the approach along Ryefield Avenue is poorly contrasted = collision risk | Contact Planning Department at the LA and ask for them to apply contrasting markings to post mounted lighting | 0 | SOM | Immediately | N/A | Yes |  |
| Water temperature appears excessively hot. | Upgrade school heating system. | E | Head Teacher (HT) | Sep 14 | N/A | Yes | Replace all single taps with mixer taps as necessary |
| **Accessible Toilet**  Cleaner’s equipment set in the lateral transfer zone to the side of the WC pan | Move Cleaner’s equipment clear of transfer zone and instruct cleaners accordingly | A | Site Manager (SM) | Immediately | N/A | Yes | Water Temp checked monthly |
| **External entrance to hall**  The external steps adjacent to the above ramp have no contrasting nosings = difficult for the visually impaired to identify | Apply contrasting nosing’s to step edges | A | (SM) | Sept 2020 | N/A |  |  |
| **Library**  - Stepped means of access beyond the fire exit door.  - Steps require contrasting nosings and handrail. | Fit contrasting nosings to steps and handrail system. | A | SBM / SM | Nosing’s = End of Feb 2017  Handrail = gain quote by End of Feb 2016 | N/A  Dependent on cost | Yes |  |
| **External classroom doors**  The majority of these fire exit doors are stepped externally. External steps are not fitted with a suitable handrail system or contrasting nosing’s. | Fit contrasting nosing’s to internal and external steps serving classroom fire exit/entrance doors. | A | SM | July 2020 | N/A |  |  |
| **Classrooms**  Ensure Independent Escape for all disabled pupils | Identify classrooms that give independent means of escape for pupils and place in Admissions Procedure | 0 | SOM | Immediately | N/A | Yes | Evacu Chairs installed either side of junior block |
| **Staff entrance to commercial building**  Stepped approach are not fitted with contrasting nosing. | Fit contrasting nosing’s to steps. | A | SM | End of Feb 2015 |  | Yes | Ramp access completed |
| **Staff entrance to commercial kitchen**  Route can be used by disabled visitors accessing the main hall. | Procedural change - ensure assistance is provided for disable visitors.  Paving levels to be adjusted | 0 | SOM  SOM | Immediately  Gain quote for ramp attachment Sept 2020 | N/A | Yes |  |
| **New build entrance**  The entrance doors are poorly manifested, putting a visually impaired person at risk of collision. | Apply manifestation to glazed doors. | A | SOM and MACE | Before conversion | No | Yes |  |
| **KS2 Classrooms Entrance**  Entrance from KS2 playground into Yr2 Corridor has external stepped approach which does not benefit from a ramp and will therefore be inaccessible to a wheelchair user. | In the short term ensure contrasting nosing detail to existing stepped approach  Long term = install ramp | A | SM  SBM / SM | End of Feb 2015 | No | Yes |  |
| No signage for disabled visitors wanting to access main school hall or a procedure in place to guide disabled visitors | Procedural change for all disabled visitors needing to access school hall | A | SBM | Immediately | No | Yes |  |
| **External entrance to main hall**  The existing pavement route is currently obstructed by boxes | Ensure all accessible pathways are clear of obstructions | 0 | SM | Immediately | No | Yes |  |
| **Hall Ramp**  No contrasting nosings | Fit contrasting nosing’s to steps | A | SM | Sept 2020 | No |  |  |
| Teacher’s Library stairwell is poorly lit  . | Upgrade light levels to achieve mi. 100lux at tread level | A | SM | Sept 2020 | No |  | Quote gained – due to cost the long term plan is to apply for funding from EFA (CIF) |
| **Main stairs**  Stairs at either end of Year 2 Corridor are poorly lit. | Upgrade light levels to achieve min. 100lux at tread level | A | SM | Sept 2020 | No |  | Quote gained – due to cost the long term plan is to apply for funding from EFA (CIF) |
| **Teachers Library**  Library is currently inaccessible to wheelchair users | New Teachers Library area created in Teachers PPA room | 0 | HT | Immediately | No | Yes |  |
| **Servery Hatch**  No Tray Slide available for wheelchair users | Procedural Change – ensure all disabled pupils have lunchtime buddy and ensure SMSAs trained to assist | 0 | Deputy Head | Immediately | No | Yes |  |
| **Library**  Some shelves are set over 1400mm above floor level, putting some books out of reach to most wheelchair users. | Procedural change - Offer assistance to wheelchair users in accessing texts set on high shelves. | 0 | Teacher or Responsible Adult leading class | Immediately | No | Yes |  |
| **Library**  Aisle widths restrict access. | Re-arrange shelves to improve  circulation space. | 0 | Library lead and SM | April Holiday | No | Yes |  |
| **Library**  At the time of inspection several resources were obstructed by musical equipment and other stored items. | Relocate all stored items within Library to separate storage area | 0 | SM | Immediately | No | Yes |  |
| **Means of Escape**  The building appears to be fitted with audible fire alarm sirens only and thus there is a risk that a hearing impaired person will not be warned in the event of fire. | Carry out Fire Warden training and ensure all Fire Wardens are aware that they must ‘sweep’ the building in event of an evacuation | 0 | SOM | January 2015 | No | Yes |  |
| **Means of escape**  Several ground floor final exits are inaccessible to wheelchair users or a disabled pupil, some means of assisted evacuation will be required. | Create Personal Emergency Evacuation Plans (PEEP) for all pupils and visitors that cannot access the exits | 0 | SEN Coordinator | Sept 2017 | No | Yes |  |
| **Means of escape**  No disabled refuges in order that a wheelchair user can wait in a place for safety for rescue. | Disabled refuge point already available in New Build. Second point to be assigned by staff room | 0 | SOM | Immediately | No | Yes |  |

**Priority 2 - Adjustments which need to be carried out as soon as possible**

| **Issue** | **Action** | **Cost Banding** | **Responsible Person** | **Timescale** | **In SDP** | **Complete** | **Comments** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Poor signage from the Highway and thus could prove difficult to locate by a user with a visual impairment or learning difficulty. | Install well contrasted signage at entrance to site. | A | HT  SOM | Sept 2020 | No |  |  |
| The key fob and intercom system is mounted at an excessive height which will be out of reach to most wheelchair users. | Discuss with Mace about lowering fob system | A | SOM & MACE | As part of snagging | No | Yes |  |
| The accessible bays have no signage. | Fit new post or building mounted signage | A | SM | Summer 2015 | No | Yes | Current signage deemed adequate |
| There is no dropped kerb within close proximity to the accessible bays | Fit dropped kerb adjacent to accessible bays. | A | MACE | As part of snagging | No | Yes | Current drop curb meets current regulations |
| Several benches are located on grassed areas or on topsoil and will therefore be inaccessible to wheelchair users. | Tables to be removed | A | SM | ASAP | No | Yes | To be relocated |
| School access control system and intercom mounted at an inaccessible level for wheelchair users. | Lower intercom system | A | MACE | As part of snagging | No | Yes |  |
| **Male standard toilet**  The cubicle door is fitted with a thumb turn control which will be difficult to operate by someone with impaired dexterity to the hands. | Replace thumb turn with lever type controls. | A | SM | As and when required | No |  |  |
| **Male standard toilet**  The basin is fitted with knob taps which will be difficult to grip and turn by someone with limited dexterity to the hands | Replace knob taps with lever taps | A | SM | As and when required | No |  |  |
| **Accessible Toilet**  The cubicle door is fitted with a thumb turn control which will be difficult to operate by someone with impaired dexterity to the hands. | Replace thumb turn with lever type controls. | A | SOM | When all standard toilets are refurbished | Yes |  |  |
| **Accessible Toilet**  The basin is fitted with knob taps which will be difficult to turn by someone with limited dexterity to the hands | Replace knob taps with lever taps | A | SOM | When all standard toilets are refurbished | Yes |  |  |
| **Accessible Toilet**  No means to dry hands within reach of the WC pan | Fit paper towel dispenser within reach of pan | A | SM | ASAP | No | Yes |  |
| **Pupil Accessible Toilet**  The cubicle is not fitted with a pull cord alarm. | Long term = Fit pull cord  Short term = ensure wheelchair users accompanied | A | SOM  SOM | As part of refurb  Immediately | Yes | Yes |  |
| **Pupil Accessible Toilet**  The pull switch to the light was noted to be mounted at an excessive height | Extend pull cord to light switch | A | SM | End of summer 2015 | No | Yes |  |
| The approach to the main entrance door is set to a gradient; wheelchair user would have difficulty in approaching the main entrance and operating the door set. | Reception staff to open door for all wheelchair users  **Policy Change** | A | SOM | Immediately | No | Yes |  |
| **External entrance to hall**  There is a risk of a visually impaired user walking into the bottom step or off of the top step on the external approach to the School Hall. | Fit nosings to steps | A | SM | Sept 2020 | No |  |  |
| **External entrance to hall**  The external steps adjacent to the ramp on approach to School Hall are fitted with only a single handrail | Fit additional handrail to side of steps. | A | SOM | Quote to be gained by end of Sept 2020 | No | Yes |  |
| The fire escape door serving the main School Hall is set 150mm above external ground levels & this is dealt with by way of a ramp with an insufficient level landing. | Re-design the ramp to incorporate a 1500mm level landing and handrail | A | SM to gain quote | By end of Sept 2020 | No |  |  |
| **External entrance to hall**  The door width is further reduced to 700mm on account of the push bar device. | When next replacing the door we suggest a door and half leaf set is fitted. | A | SM to gain quote | As and when required | No |  |  |
| **External entrance to hall**  The entrance mat using coir fibres which bind with the wheels of a wheelchair making this mat very difficult to pass by a wheelchair user. | Replace coir mat with new firm surfaced mat. | A | SM to gain quote | By end of Sept 2020 | No |  |  |
| From the Infants Hall a short corridor provides access to a further fire exit door leading to the rear playground area Whilst served by a ramp, the top of the ramp finishes 75mm below the threshold, posing a barrier to a wheelchair user | Re-grade ramp in accordance with BS:8300, Table 1, ensuring level threshold and landing – en-route to Infants Hall | B | SOM to gain quote | End of Sept 2020 | No |  |  |
| The fire exit serving the Library has steps that are not fitted with contrasting nosing’s or a handrail system to either side. | Fit handrail system to either side of steps | A | SM | End of Sept 2020 | No |  |  |
| The staff entrance door to the Site Manager’s Office  Has a ramp that is fitted with a single handrail only. | Fit additional wall mounted handrail | A | SM | April 2015 to gain quote | No | Yes |  |
| Alternative stepped approach to Site Manager Office is not fitted with contrasting nosings tactile corduroy paviors or a handrail system to either side. | Fit contrasting nosings and hand rail to either side of steps | A | SM | Sept 2020 | No |  |  |
| **Early years building**  Threshold detail is raised above the level of paving, posing a trip hazard and barrier to a wheelchair user. | Re-grade external paviors to form level threshold detail – entrance door on approach from new Early Years Building | A | MACE | As part of snagging | No | Yes |  |
| **New Build Entrance**  This door is fitted with a knob type handle which will be difficult to grip, particularly for someone with limited dexterity. | fit ergonomic ‘D’ type handle | A | MACE | As part of snagging | No |  |  |
| The floor door strip for the fire exit at the end of the Year 2 corridor is at a higher level than the internal threshold | Replace the floor door strip as it becomes necessary | A | SM | As and when required | No |  |  |
| **Corridors**  Lighting levels are low in all corridors. | Upgrade fittings to ensure 200 lux along all corridors. | B | SM | As part of redecoration program | Yes |  | Quote gained – due to cost the long term plan is to apply for funding from EFA (CIF) |
| No Handrails available on the small flight of steps going to Main Hall in Main foyer | Fit new handrails to either side of steps from Reception to the Main School Hall | A | SM | April 2015 to gain quote then add to annual redecoration program | Yes | Yes |  |
| **Hall ramp**  Outer handrail system needs extending to ensure it is continuous. | Gain quote to make handrail continuous | A | SM | By April 2015 | Yes | Yes |  |
| **Hall Ramp**  Steps for hall ramp only have handrail system on one side. | Gain quote to fit additional wall mounted handrail system | A | SM | By April 2015 | Yes | Yes |  |
| **Library Ramp**  Handrail system only fitted to one side. | Gain quote to fit additional wall mounted handrail system | A | SM | By April 2015 | Yes | Yes |  |
| **Library Ramp**  Steps next to ramp are not fitted with a handrail system to either side | Gain quote to fit handrail system to either side of steps | A | SM | By April 2015 | Yes | Yes |  |
| The reception desk is not fitted with a hearing loop which may make communication difficult with the hearing impaired. | Fit portable hearing loop to desk and train staff in its use. | A | SOM | Sept 2020 | Yes if needed |  |  |
| The Teacher’s Library stair is fitted with nosings but these achieve poor tonal contrast making it very difficult for a visually impaired person to identify the steps edges thus posing a significant trip hazard. | Fit new contrasting nosing inserts to Teacher’s Library stair | A | SM | Sept 2020 | No |  |  |
| The Teacher’s Library stairs are fitted with only a single handrail and thus there is no means of support for an elderly or mobility impaired person with no strength or mobility to one side of the body such as an amputee | Fit additional handrail to Teacher’s Library stairs | A | SM | Gain quote for handrail by April 2015 | Yes | Yes |  |
| **Staff & Visitor toilets**  Wash hand basins are fitted with thumb turn taps requiring a degree of dexterity to the hands, posing a barrier to someone with limited dexterity such as an elderly person with arthritis. | Fit ergonomic lever style taps to sinks | A | SOM | As part of toilet refurb | Yes | Yes |  |
| **Staff & Visitor toilets**  Lighting levels were noted to be inadequate, particularly the cubicle. | Upgrade lighting to achieve 200 lux in toilets. | A | SOM | As part of toilet refurb | Yes |  | Quote gained – due to cost the long term plan is to apply for funding from EFA (CIF) |
| **Toilets**  Whilst toilets are fitted with pictogram signage there is no text to identify staff, visitor and pupil toilets respectively. | Fit clear signage to identify particular use of staff, pupil and visitor toilets. | A | SM | Sept 2020 | No |  |  |
| **Hall Stage**  The Main School Hall incorporates a raise stage set approximately 450mm above the general floor level. The steps are not fitted with contrasting nosing system or handrail system to either side. | Fit handrail system to right hand side of steps & fit contrasting nosings. | A | SM | Sept 2020 | Yes | Part |  |
| The Main Hall and Infants Hall are not fitted with any means of hearing enhancement system which will make communication with hearing aid users more difficult. | Install hearing loops to Main Hall | C | SOM | Sept 2020 | No |  | SENCO to liaise with HI Team |
| **Classroom lighting**  Inadequate lighting levels in some classrooms | Upgrade to achieve 300 lux at desk level. | B | SM | Sept 2020 | Yes |  | Quote gained – due to cost the long term plan is to apply for funding from EFA (CIF) |
| Classrooms are not fitted with a room numbering system and existing signage was noted to be lacking in colour and contrast and in some instances mounted at an excessive height. | Install clear signage to each classroom door. | A | SOM | By April 2015 | No | Yes | Class name and Year Group number or Letter clearly displayed on each door. |
| **Means of Escape**  We recommend that isolated areas including toilets are fitted with flashing beacons to supplement the audible system. | Fit flashing beacons ion isolated areas including toilets | B | SM | Sept 2020 | Yes |  | Quote gained – due to cost the long term plan is to apply for funding from EFA (CIF |
| **Means of escape**  We saw no evidence that evacuation chairs had been purchased. | Purchase evacuation chairs for each stairway. | A | SOM | Immediately | No | Yes |  |
| **Means of escape**  Once refuges have been designated we do suggest that intercom systems are fitted | Install signage for refuge point at front of school | A | SOM | By April 2015 | No | Yes |  |
| **Lift**  The lift is not fitted with a handrail to provide a means of support to a mobility impaired person. | Fit handrail at 900mm above floor level | A | MACE | As part of snagging | No | Yes |  |
| **Lift**  There is currently no signage to identify the lift on the approach. | Fit clear signage to identify lift | A | SOM | April 2015 | No | Yes |  |
| **Accessibility toilet KS2 block**  There is no means to dry ones hands within reach of the WC pan and thus a user may be forced to adjust dress with wet hands. | Fit paper towel dispenser within reach of pan | A | SM | April 2015 | No | Yes |  |
| **Accessibility toilet KS2 block**  Coat hooks are set out of reach to wheelchair users. | Fit new coat hook at 1050mm above floor level | A | SM | August 2015 | No | Yes |  |
| **Accessibility toilet KS2 block**  The colostomy shelf in the ground floor cubical obstructs lateral transfer from chair to WC pan. | Relocate shelving unit to rear right hand side corner of cubicle. | A |  |  |  | Yes |  |
| **Community Room**  The Community Room has a small wash hand basin is fitted with thumb turn taps requiring a degree of dexterity to the hands | Fit ergonomic lever style taps to sink | A | MACE | Snagging | No | Yes |  |
| **EYFS Block**  Entrance signage on the approach is lacking in colour and contrast, making it difficult to identify. This can create a confusing environment, particularly as entrance doors are consistent in design. | Improve colour and contrast of entrance signage. | A | SOM | Sept 2020 | No |  |  |
| **EYFS Block**  No clear signage for main entrance into Nursery | Fit clear signage above Nursery entrance door. | A | SOM | Sept 2020 | Yes |  |  |
| **EYFS Block**  There is currently no intercom system or doorbell in order that a visitor can access the Nursery. | Fit intercom or doorbell on approach to Nursery. | A | SM | April 2015 to gain quote | Yes | Yes |  |
| **Temporary classroom toilet**  The electric heater mounted at low level reduces the effective width of the cubicle, restricting manoeuvring space to the side of the WC and transfer space. | Relocate radiator/heater, ideally at high level | A | SM | April 2015 | No | N/A | Hut now removed from site |

**Priority 3M - Adjustments as part of maintenance or capital works project**

| **Issue** | **Action** | **Cost Banding** | **Responsible Person** | **Timescale** | **In SDP** | **Complete** | **Comments** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| The controlled gate linking the public car park with playground and sports pitches needs excessive opening force to push open, which will pose a barrier to someone with limited upper body strength or a wheelchair user. | Adjust self-closing device to achieve 30 Newtons (max) opening force | A | MACE | Snagging | No | Yes |  |
| We did note localised areas where the tarmac hard surfacing is in poor condition and noted several raised concrete kerb edgings and upstands posing a trip hazard. | Undertake localised repairs to tarmac hard surfacing within playgrounds to ensure firm and level surface | A | SBM & SM to identify areas and gains quote | Sept 2020 | Yes |  |  |
| The colour and contrast of the pegs in changing facilities needs changing | Improve colour and contrast of coat pegs | A | SM | Sept 2020 | No |  |  |
| **External entrance to hall**  Externally we did note paving slabs are set below the level threshold detail resulting in an excessive upstand exceeding 20mm. | Re-grade paviors beyond fire exit door to ensure level threshold detail | A | SBM | When next refurbing area | No |  |  |
| **Entrance to new build**  This door was noted to be particularly stiff to open. | Adjust self-closing device to achieve 30 Newtons maximum opening force. | A | MACE | As part of snagging | No | Yes |  |
| **EYFS Building**  Remaining external doors were also noted to require in excess of 30 Newtons force to pull open. | Adjust self-closing devices and door sets to achieve 30 Newtons maximum opening force. | A | MACE | As part of snagging | No | Yes |  |
| **EYFS Extension**  Self-closing doors require in excess of 30 Newtons of force to pull open, thus making them difficult to operate by some users with impaired upper body strength. | Adjust self-closing devices to achieve maximum 30 Newtons opening force to internal doors. | A | SM | Immediately | No | Yes |  |
| **Key stage 2 extension**  **Entrance door**  The access control system serving this door was noted to be defective at the time of inspection. | Repair, test and commission access control system. | A | SM | Immediately | No | Yes |  |
| **Key stage 2 extension**  **Entrance door**  The entrance doors require excessive force to pull open exceeding 30 Newtons thus making them very difficult to use by someone with impaired upper body strength. | Adjust door closers to achieve maximum 30Newtons opening force. | A | SM | Immediately | No | Yes |  |
| **Key stage 2 extension**  Self-closing doors require in excess of 30 Newtons of force to pull open, thus making them difficult to operate by some users with impaired upper body strength. | Adjust self-closing devices to achieve maximum 30 Newtons opening force to internal doors. | A | SM | Immediately | No | Yes |  |
| **Lift**  The lift achieves adequate colour and contrast against adjacent wall surfaces. We suggest that adjacent reveals are painted in a contrasting colour. | Improve colour and contrast of lift door reveals. | A | SM | As part of 15-16 redecoration schedule | Yes | Yes | MACE checked colours surrounding lift and they do comply with current regulations |
| **KS2 Block**  All basins are fitted with knob type taps which will be difficult to grip and turn by someone with impaired dexterity to the hands. | Replace knob type taps with lever type taps | A | SOM | As part of toilet refurb | Yes | Yes |  |
| **EYFS Block**  The Nursery entrance doors require excessive force to pull open exceeding 30 Newtons | Adjust door closers to achieve maximum 30Newtons opening force. | A | MACE | As part of snagging | No | Yes |  |
| **EYFS Block**  All basins within the Nursery and classrooms are fitted with knob type taps which will be difficult to grip and turn by someone with impaired dexterity to the hands. | Replace knob type taps with lever type taps | A | MACE | As part of snagging | No | Yes |  |
| **EYFS Block**  Self-closing doors required in excess of 30 Newtons of force to pull open, thus making them difficult to operate by some users with impaired upper body strength. | Adjust self-closing devices | A | MACE | As part of snagging | No | Yes |  |

**Priority 3R – As part of refurbishment programme**

| **Issue** | **Action** | **Cost Banding** | **Responsible Person** | **Timescale** | **In SDP** | **Complete** | **Comments** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| From the playground adjacent to the Main School Hall the site topography slopes upwards towards the temporary Year 2 Classroom.  Whilst the gradient varies in severity the overall gradient exceeds 1:20. | Create pathway between Year 2 temporary classrooms and playground area – provide ramp in accordance with BS:8300. | B | MACE | As part of snagging | No | Yes |  |
| **External entrance to hall**  The width through the entrance door/fire exit to the main School Hall is not wide enough | Fit new door and a half set to achieve minimum 800mm clear width through a single leaf. | B | SM to gain quote | Sept 2020 | No |  |  |
| Adjacent to the Library fire exit door there is a ramped approach to the Staff entrance door serving the Key Stage 1 Classrooms which does not have a level landing. | Re-grade ramp on approach to staff entrance door to Key Stage 1 in accordance with BS:8300 | B | SM to gain quote | Sept 2020 | Yes – to be added once quote obtained |  |  |
| Fire exit doors from the Infants Hall and Community Room, preventing independent means of escape. | Re-grade external ground levels to form level threshold detail – serving Infant Hall and Garden Room | A | SM to gain quote | Sept 2020 | Yes – to be added once quote obtained |  |  |
| **Year 2 Classrooms Entrance**  The external stepped approach does not benefit from a ramp and therefore be inaccessible to a wheelchair user. | Form ramp in accordance with BS:8300, Table 1 on approach to entrance serving Year 2 Classrooms. | B | SM to gain quote | Sept 2020 | Yes – to be added once quote obtained |  |  |
| External door handles generally are poorly contrasted against the door frames making them difficult to identify by a visually impaired person | Fit new well contrasted ‘D’ shaped door handles. | A | SM | As and when they need replacing | Yes |  |  |
| Some internal doors do not incorporate vision panels | When replacing internal doors fit full height vision panels to compartment doors and to classroom doors. | A | SOM | As and when required | Yes | Yes |  |
| **Staff & Visitor toilets**  Sanitary ware is poorly contrasting against adjacent wall surfaces and tiling. We suggest this issue is addressed when next redecorating or replacing wall finishes | Improve colour and contrast of sanitaryware. | 0 | SM | As part of redecoration schedule | Yes |  |  |
| There is currently no accessible toilet within the main building for adults | Install new accessible toilet cubicle close to Main Reception accordance with BS:8300, Figure 51. | C | SOM | Include within toilet refurb | Yes | Yes |  |
| The distance from the Year 1 & 2 classrooms to the nearest accessible toilet is excessive. | Convert existing Medical WC to fully accessible toilet cubicle in accordance with BS:8300 Fig 51. | C | SM to gain quote | Sept 2020 | Yes |  | Looking at refurbishment to have the welfare toilet changed to accessible toilet |
| **Classrooms**  Classrooms are not fitted with any means of hearing enhancement system which may make communication with hearing aid users more difficult. | Install hearing loops to classrooms | B | SOM | As and when a pupil requiring a hearing loop joins the school | Yes |  |  |
| **Means of escape**  The building appears to be fitted with audible fire alarm sirens only and thus there is a risk that a hearing impaired person will not be warned in the event of fire. | When renewing/upgrading alarm fit combined sounder and beacons | C | SM | As and when required | Yes |  | Quote gained – due to cost the long term plan is to apply for funding from EFA (CIF) |
| **EYFS Block**  Powder coated aluminium door sets are lacking in colour and therefore hard to identify by someone with impaired vision. | Improve colour and contrast of doors when next replacing | A | SOM | As and when required | No | Yes | MACE confirmed that current colours comply with regulations |
| **Temporary classroom**  Coat pegs in lobby area not clearly identifiable | Improve colour and contrast of coat pegs | A | SM | As part of annual redecoration | Yes | N/A | Huts removed from site |

**Priority 4 – When a specific need is identified**

| **Issue** | **Action** | **Cost Banding** | **Responsible Person** | **Timescale** | **In SDP** | **Complete** | **Comments** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Any disabled employee should be allocated a parking space close to the building | Allocate parking spaces to disabled employees in close proximity to places of work | A | SOM | As and when the need arises | No | Yes |  |
| The temporary building has a female accessible toilet only | Amend pictogram signage to unisex | A | SM | Immediately | No | N/A | Huts removed from site |
| Front line staff should receive disability and awareness etiquette training. | Encompass in Performance Management targets | A | SOM | Sept 2020 | Yes |  |  |
| **Library**  In order to assist users with low vision some means to enlarge text should be provided. | Provide magnifying glasses and screens | A | SENCO | As and when need arises | No |  |  |
| **Library**  Users should also be able to enlarge test using a photocopier where available. | Allow users to enlarge text on photocopier | 0 | Teachers | As and when necessary | No | Yes | N/A |
| **Library**  The provision of scanning and synthesised speech technology should also be investigated. | Purchase scanning and speech synthesis technology | B | SOM | As and when the need arises | No |  |  |
| **Classrooms**  Doors to some classrooms were noted to fall slightly below the recommended minimum opening width of 750mm, which will pose a barrier to some wheelchair users. | Ensure any pupil in a wheelchair is given a classroom that has an adequate opening width to the classroom door | B | SOM | As and when the need arises | No |  |  |
| **IT Rooms**  Due to the age profile of pupils desks are mounted at an unsuitable height for a wheelchair user, achieving 570mm knee space. | Install adjustable height workstation system should a specific need be identified. | A | SOM | As and when need arises or when room refurbished whichever comes first | No |  |  |
| **Means of escape**  We recommend that hearing impaired students are issued with a vibrating pager system linked to the fire detection system. | Ensure hearing impaired pupils are issued with a vibrating pager system | B | SOM | By April 2015 gain quote ready for when the system may be needed | No | Complete |  |

**Review**

**Revision History**

**Date of this revision**: September 2019

**Date of next revision**: September 2020

The policy should be reviewed annually (or sooner in the event of revised legislation or guidance)

|  |  |  |
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| **Revision date** | **By** | **Summary of Changes Made** |
| *Sept 2019* | *Resources Committee* |  |
|  |  |  |

**Approval**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Signature** | **Title** | **Date of Issue** | **Version** |
|  |  | *Chair of Governors* |  | *1* |