



Haymerle School

Accessibility Plan 2019-22

<u>Aim</u>	<u>Target Outcomes To achieve Aim</u>	<u>Action</u>	<u>Lead Officer</u>	<u>Cost Implications</u>	<u>Monitor</u>	<u>Review and Progress / notes</u>
<u>Access to physical environment</u>	School aware of the access needs of the pupils, staff and parents / carers	Information collected through admissions forms for pupils including questions for parents/ carers needs	Admin team	Admin time	Annual update of pupil, staff and parent information	
		Admin team to review admissions forms and amend as needed	Admin team			
		Provision map to be updated to include access needs and management.	Admin team			
		Annual audit if staff data – include voluntary provision of disability information	Admin team			
	Review Signage systems across the school	Review provision of assisted language support across school	SALT SLT	Communication Budget	Half termly monitor by senior TAs around shared areas	
	Update communication policy as needed to ensure shared vision of policy and practice	SLT SALT		Class teams responsible for classrooms		

	Wheelchair/ disability access to garden area i.e. paving extended in to the garden.	Identify options for permanent signage to replace temporary signage Paving to be laid in garden area to support people using wheelchairs or people having movement difficulties.	SLT SALT SBM SBM	Premises	Upkeep	
<u>Access to the curriculum</u>	Ensure that ICT equipment hardware and software is appropriate in supporting all pupils needs. Ensure all staff are aware of and able to use software and resources (e.g. Communication in Print)	Monitor EHCP / Statements for guidance re pupils needs Staff and class teachers to be made aware of needs of pupils new to class or ensure they have accessed pupils care plans ICT needs evident on Pupil profiles ICT manager/s to conduct needs analysis and arrange appropriate CPD, peer support or mentoring as needed	SLT HT / Class teachers Class teachers AHT STA	CPD costs, cover to support mentoring as required Staff meeting time	Curriculum committee Reports Link Governor to review provision.	

	<p>Upgrade facilities available in sensory rooms to further support access to learning opportunities for wider range of pupils.</p>	<p>AHT to work with Communication and OT coordinators to review current facilities and identify amendments / new facilities.</p>	<p>SLT</p>	<p>Quotes to be shared with finance committee Planned spending to facilitate managing cost to school</p>	<p>Report to finance committee</p>	
	<p>Teachers planning to be appropriately differentiated and appropriate resources identified to enable all pupils access learning</p>	<p>Liaise with OT and SALT teams CPD to support teachers and TA with differentiation and understanding support needs of pupils with complex needs.</p>	<p>Head Teacher</p>	<p>TBC</p>		
	<p>SLT and curriculum leaders to provide appropriate CPD to enable staff to manage and support disability issues</p>	<p>CPD to support teachers and TA with differentiation and understanding support needs of pupils with complex needs.</p>	<p>SLT induction Annual CPD Plan INSET EP support</p>	<p>CPD budget reviewed annually</p>		

	Ensure that the PE curriculum is accessible to all including disability sports where appropriate	Identify pupils with specific support needs Work with class teams to identify specific resources or activities needed Twilight CPD for whole staff to develop knowledge understanding and skills re PE and disability access	Phase Coordinators	PE Budget Sport grant spending Release for peer observations/ mentoring support Twilight CPD	Link Governor to liaise with key staff and report to Committee as appropriate	
<u>Aim</u>	<u>Target Outcomes To achieve Aim</u>	<u>Action Needed</u>	<u>Responsibility</u>	<u>Cost Implications</u>		<u>Review and Progress / notes</u>
<u>Access to Information</u>	Ensure staff, parents, child access needs are captured when joining school.	Update admissions documentation Improve liaison with nurseries / feeder schools to support admissions documentation Home visits to be arranged for new starters to facilitate communication between home and school	Admin DHT DHT	 Release time for staff to meet / visit Release time for staff to meet / visit	Parent feedback reported to Governing Body annually	

	<p>Ensure pupils, parents/ carers and staff have access to school reports, policy, website and other information</p>	<p>Ensure that access issues are included on Parent questionnaire / service user feedback</p>	HT	TBC – cost of translation/ ICT to support		
		<p>Ensure newsletters and reports are translated for families where need is identified</p>	Admin	TBC cost of booking translator to support meetings		
		<p>Ensure access to translators provided where need is identified</p>	Admin			
	<p>Website to be accessible to parents and carers who do not speak English as a first language.</p>	<p>Include a translate function on the website in order for parents and carers to translate pages on the website to their preferred language.</p>	Assistant Head	ICT Budget	Termly Review and ensuring that site is updated	