



**RAYNVILLE**  
ACADEMY

# Accessibility Policy

<b>Approved by:</b>	Raynville LGB		
<b>Responsible department:</b>	Raynville Academy - SLT		
<b>Last review date:</b>	November 2023	<b>Last reviewed by:</b>	Leadership team
<b>Last updated:</b>	November 2023	<b>Last updated by:</b>	Leadership team
<b>Next review due:</b>	November 2024		

## **SPECIAL EDUCATIONAL NEEDS AND DISABILITY – ACCESSIBILITY PLAN**

At Raynville Primary School we are committed to providing an accessible environment which 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 challenging negative attitudes about disability and accessibility and to developing a culture of awareness, tolerance, and inclusion. Over time, we aim to ensure that the school is accessible to all.

An accessibility plan will be drawn up to cover a three-year period and will be updated annually as needed. 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 on progress of the Accessibility Plan over a prescribed period.

There are three key areas covered by the accessibility plan, which are as follow:

- **Physical Accessibility:** improving access to the physical environment of the school.
- **Access to the Curriculum:** making reasonable adjustments to ensure that all pupils can access all areas of the curriculum, including the provision of specialist aids and equipment if needed.
- **Access to written information:** making adjustments to documents such as policies, timetables, newsletters, etc. to ensure that all stakeholders can access the appropriate information. On request, information will be made available in a preferred format within a reasonable time frame.

### **Physical Accessibility**

<b>Target</b>	<b>Strategies</b>	<b>Timescale</b>	<b>Responsibility</b>	<b>Success Criteria</b>
The school is aware of the access needs of disabled pupils, staff, governors, parents/carers and visitors.	To ensure that PLPs contain information and support strategies about access for disabled pupils on a case-by-case basis.	As required – when new pupils with disabilities are admitted to school.	SENCo and class teacher (in conjunction with any external professionals (e.g., physiotherapist).	PLPs in place for disabled pupils and all staff are aware of pupils' needs.
	Be aware of staff and governors' access needs and meet as appropriate.	Recruitment and induction process; ongoing as required.	Principal	All staff and governors can access the school confidently; access issues do not influence recruitment and retention procedures.
	Through discussions and newsletters, find out any specific access needs of parents and carers.	Annually; as new families are admitted into school.	Principal	Parents have full access to all school activities.
Ensure all disabled stakeholders can be safely	Implement Personal Emergency Evacuation Plans	As needed and updated annually.	SENCo; class teachers; TAs	All pupils are able to be safely evacuated in the event of a fire.

evacuated from the building if needed.	<p>(PEEP) for any pupils with disabilities and involve any staff members who need to be aware of these plans.</p> <p>Make adjustments to ensure that any members of staff with disabilities can be evacuated from the building safely and in a timely manner (e.g. a pager for a staff member with a hearing impairment).</p> <p>Fire escape routes are kept clear and can be accessed by wheelchairs.</p>	<p>As needed</p> <p>Ongoing</p>	<p>Principal</p> <p>Site Manager; Principal; class teachers.</p>	<p>All members of staff are aware of their responsibilities during an evacuation.</p> <p>All staff members are able to be safely evacuated in the event of a fire.</p>
Ensure disabled visitors are able to access the building.	<p>Disabled car parking spaces are available, and the number of spaces meets legal requirements.</p> <p>Wheelchair users are able to access the main reception area of the school easily.</p>	<p>Considerations to be made during planning process.</p> <p>Ongoing; to be considered during any redesign work.</p>	<p>Principal; governors; site manager.</p> <p>Principal; governors; site manager.</p>	<p>Disabled visitors can park in the school car park easily.</p> <p>Disabled visitors are able to access the building easily and feel welcome.</p>
Information will be gathered about new pupils and any disabilities that they may have when starting school.	<p>Admissions forms will ask parents about their children's needs.</p> <p>Information about pupils with disabilities will be passed on to the SENCo and Principal as soon as it is known so that reasonable adjustments can be made.</p>	<p>Annually for nursery and reception; ongoing for new admissions.</p> <p>As needed.</p>	<p>Administrative staff.</p> <p>Administrative staff; SENCo; Principal</p>	<p>Children with disabilities will be able to access the building safely and effectively when starting school.</p>

## Access to the Curriculum

Target	Strategies	Timescale	Responsibility	Success Criteria
Increase staff confidence in differentiating the curriculum and including pupils with disabilities in all areas of the curriculum.	Arrange whole staff training on inclusion.	Ongoing and as needed.	SENCo; CPD coordinator	Raised staff confidence in strategies for differentiation; increased pupil participation.
	Liaise with external professionals and organise training on specific needs and disabilities (e.g. epipen training for an epileptic child) for the appropriate staff members when new children are admitted to school.	As needed.	SENCo	Appropriate support and resources in place to allow pupils with specific needs to access the curriculum fully.
	Create PLPs for children with disabilities that are shared with all agencies involved with the child.	As needed.	SENCo; class teachers.	Disabilities or additional needs do not act as barriers to curriculum access due to increased staff knowledge and understanding.
Purchase/install ICT software to support learning and access for pupils with disabilities.	Make sure ICT software is available and working where needed.	As needed.	SENCo; ICT Technician	Children who require support from ICT resources have access to them readily and can access the curriculum fully.
All educational offsite visits will be accessible to all pupils.	Class teachers to be aware of the needs of pupils in their class at the start of each year to enable them to make reasonable adjustments to visits in advance.	Annual handover meetings (July); ongoing with new admissions.	SENCo; class teachers.	All pupils are able to participate fully in all offsite visits.
	All new venues for educational visits will be	As needed	Visit leaders	

	<p>contacted and visited by a member of staff prior to the trip taking place.</p> <p>Reasonable adjustments will be made to allow all pupils to travel to an offsite location safely (e.g., provision of minibus travel for a disabled child who is unable to walk to a local venue).</p>	As needed.	Class teachers; SENCo; qualified minibus drivers	
Review the PE curriculum to ensure that it is accessible to all pupils.	<p>Gather information on PE accessibility.</p> <p>Purchase specialist equipment to enable pupils with disabilities to access PE and sport for individual pupils if suggested by other agencies.</p> <p>Invite disabled sports people as role models into school.</p>	<p>Ongoing</p> <p>As needed.</p> <p>As available</p>	<p>PE leader</p> <p>PE leader; SENCo</p> <p>PE leader</p>	All children are able to access the PE curriculum fully and feel able and inspired to succeed.
Information will be gathered about new pupils and any disabilities that they may have when starting school.	<p>Admissions forms will ask parents about their children's needs.</p> <p>Information about pupils with disabilities will be passed on to the SENCo and Principal as soon as it is known so that reasonable adjustments can be made.</p>	<p>Annually for nursery and reception; ongoing for new admissions.</p> <p>As needed.</p>	<p>Administrative staff.</p> <p>Administrative staff; SENCo; Principal</p>	Children with disabilities will be able to access all areas of the curriculum when starting school.

### Access to Wider Policies and Information (including admissions)

Target	Strategies	Timescale	Responsibility	Success Criteria
Review and improve the accessibility and clarity of information provided to parents.	Provide information and letters to parents that are written clearly and do not use a lot of jargon.	Ongoing	Principal; class teachers; administrative staff.	All parents receive appropriate information about school in a form that is accessible to them.
	Provide support to parents who wish to access school information.	As needed	Administrative staff	Parents feel supported by school and happy with the help they receive.
	Offer support to parents when filling out school forms.	As needed	Administrative staff	
	Ensure any documents found on the school website are available in different formats if requested.	As requested; information requested provided in the required format with one school week of the initial request	Administrative staff; LA	Communication between parents/ carers and school is effective.
Ensure that the delivery of written information to pupils is provided in an appropriate format.	Seek advice from other agencies about the provision of resources in different formats.	As needed.	SENCo; LA	Disabled pupils are able to access the same written information as their peers.
	Create PLPs that outline the required format for the presentation of written information for disabled pupils.	As needed,	SENCo	