

ACCESSIBILITY POLICY and ACTION PLAN

Policy and Plan template reviewed by: Jonathan Ritchie – Executive Director of Property & Development

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Reviewer's Signature: 

Please note: 'School' refers to Chatsworth Schools; 'parents' refers to parents, guardians and carers.

This is a whole school policy, which also applies to the Early Years Foundation Stage.

POLICY AMENDMENT PAGE

Date	Key Amendments	Version Number	Reviewed by
11/01/2018	Policy Approved – Fit for use by schools.	v1.1	RG
01/09/2019	Annual Endorsement	v2.0	RNB
01/09/2020	Annual Endorsement	v3.0	RNB
16/03/2021	Policy review and update	v3.1	RNB
01/09/2021	Annual Endorsement	v4.0	RNB
01/09/2022	Annual Endorsement	v5.0	RNB
25/06/2023	Annual Endorsement	v6.0	CS
01/09/2024	Annual Endorsement	v7.0	JR
08/07/2025	<p>Links to ISSRs added to ‘Introduction’ heading on page 3.</p> <p>Clause added under ‘Management’ heading on page 5.</p> <p>Addition of “Related Policies” added to ‘Policies’ heading on page 8.</p> <p>‘Evaluation and Impact’ heading added on page 9.</p> <p>Additional sentence on where the policy is available added to ‘Interpretation’ heading on page 9.</p> <p>Action Plan clarification added on page 12.</p>	V8.0	JR

Accessibility Policy and Action Plan

This policy should be read in conjunction with the school's Disability Policy.

Accessibility Policy

Introduction

This policy supports compliance with the Independent Schools Standards Regulations, particularly Paragraphs 3(g), 5, and 7 (as below), ensuring that accessibility provision enhances quality of education, promotes respect for diversity, and is integrated into safeguarding practice.

- **Paragraph 3(g):** teaching must enable pupils with SEND to make good progress.
- **Paragraph 5(b)(vi):** enabling respect for other, paying particular regard to the protected characteristics.
- **Paragraph 7(a):** safeguarding policy must have regard to KCSIE.

Accessibility planning is an integral part of the school's annual planning cycle. The Accessibility Plan, created in accordance with the planning duties of the Equality Act 2010 (as amended by the SEN and Disability Act 2001 and 2005 (SENDA)), forms part of the whole school development plan while remaining as a permanent agenda item in the SLT (Senior Leadership Team) meetings, ensuring it is a focus of attention.

Original legislation required the plan to cover a fixed 3-year period, as determined by the government. However, recent DfE guidance allows schools to choose any 3-year period. The school's plan covers the 3-year period as specified in its title. The school has adopted the format of planning for a rolling 3-year period; a new year is added at each annual review and the details of the completed year, annotated to record what has been achieved, are archived and made available on request to any appropriate inspection body. The coherence of the plan and its influence upon other developments is monitored by the SLT on an annual basis.

The Accessibility Plan draws on the guidance set out in:

- SEND Code of Practice (2015)
- "What Equality Law Means For You As An Education Provider" (2014)
- "Equality Act 2010: What Do I Need to Know? Disability Quick Start Guide" (2011).

Over its 3-year period, the plan aims to:

- a) increase the extent to which pupils with disabilities or additional needs can participate in the school's curriculum.
- b) improve the physical environment of the school for the purpose of increasing the extent to which pupils with disabilities or additional needs can take advantage of education and benefits, facilities or services provided or offered by the school.
- c) improve the delivery to pupils with disabilities or additional needs of information which is readily accessible to pupils who are not disabled or do not have additional needs.

Adequate resources will be allocated for the implementation of this plan.

Definitions of Disability and Special Educational Needs

Disability is defined as follows by the Equality Act 2010:

A person has a disability if:

- they have a physical or mental impairment.
- the impairment has a substantial and long-term adverse effect on their ability to perform normal day- to-day activities.

For the purposes of the Act, these words have the following meanings:

- 'substantial' means more than minor or trivial; for example, it takes much longer than it usually would to complete a daily task.
- 'long-term' means that the effect of the impairment has lasted or is likely to last for at least twelve months (there are special rules covering recurring or fluctuating conditions).
- 'normal day-to-day activities' include everyday things like eating, washing, walking and going shopping.

People who have had a disability in the past that meets this definition are also protected by the Act.

The definition of Special Educational Needs in the Children and Families Act 2014 includes pupils with significantly greater difficulty in learning than most children of their age, or a disability which means that a pupil cannot make full use of the general educational facilities provided for pupils of his or her age in mainstream schools. Not all pupils are disabled or have additional needs by their SEN and vice versa.

The SEND Code of Practice makes it clear that the definition of disability includes sensory impairments, such as those affecting sight or hearing, and long-term health conditions, such as asthma, diabetes, epilepsy, and cancer.

Progressive Conditions Considered to be a Disability

A progressive condition is one that gets worse over time. There are additional provisions relating to people with progressive conditions. People with HIV, cancer or multiple sclerosis are protected by the Act from the point of diagnosis. People with some visual impairments are automatically deemed to be disabled.

Conditions that are Specifically Excluded

Some conditions are specifically excluded from being covered by the disability definition, such as a tendency to set fires or addictions to non-prescribed substances.

Objective of the Accessibility Policy and Plan

To reduce and eliminate barriers to access to the curriculum and to full participation in the school community for pupils, and prospective pupils, with a disability.

Principles

The school recognises its duties under the Equality Act 2010:

- Not to discriminate against pupils with disabilities or additional needs in their admission and exclusions, and provision of education and associated services.
- Not to treat pupils with disabilities or additional needs less favourably.
- To take reasonable steps to avoid putting pupils with disabilities or additional needs at a substantial disadvantage (the 'reasonable adjustment' duty) in matters of admission and education.
- To have and regularly to update an Accessibility Plan which meets the statutory requirements by being in writing and covering the three strands over time, as noted in the introduction, above.

The SEND Code identifies a clear focus on the participation of children and young people and their parents in decision-making at individual and strategic levels. The school recognises and values parents' knowledge of their child's disability and its effect on his/her ability to carry out normal activities and respects the parents' and child's right to confidentiality.

The school provides all pupils with a broad and balanced curriculum, differentiated and adjusted to meet the needs of individual pupils and their preferred learning styles, and endorses the key principles, which underpin an inclusive curriculum:

- setting suitable learning challenges.
- responding to pupils' diverse learning needs.
- overcoming potential barriers to learning and assessment for individuals and groups of pupils.

Management

The Accessibility Plan is reviewed annually by SLT and presented to the School Advisory Board for scrutiny and sign-off. The School Advisory Board monitor implementation and challenge the SLT to ensure measurable progress.

In formulating the plan, the SLT may co-opt additional members whose expertise in any field would be of assistance.

The SLT's terms of reference are:

- To review the school's policies, procedures and facilities as they are likely to affect pupils and prospective pupils with disabilities or additional needs.
- To make decisions with a view to improving the accessibility of its education in its many aspects, to pupils or prospective pupils with disabilities, by means of reasonable adjustments and to implement, evaluate, and continue to review the effectiveness of any measures taken.
- To continue to review the school's Disability Policy.
- To continue to review the school's Accessibility Action Plan.

Learning and Teaching

The school has:

- Appropriately trained SEND staff in each of its educational settings each equipped to deal with the range of mild or moderate learning difficulties experienced by children who, with our support, can benefit from the curriculum we follow.
- A strong and successful record of supporting children with a range of SEND needs by planning with parents and children, seeking advice from appropriate professionals and training staff regarding any child's specific needs.
- Students are assessed for SEND upon admission and other times when a need is identified.

The school has a procedure for dealing with accessibility in advance of a child's admission or, in the case of the emergence of a disability, the following procedures are in place:

Pre-Admission

A lot of planning takes place before the child arrives at school. This will include:

- Information gathering from parents, the child's current school or nursery and relevant external agencies.
- Writing an individual accessibility and/or education plan tailored to the needs of the child. This will involve meeting with parents and meeting with the child to discuss their preferences. It may also involve meeting with external agencies who specialise in dealing with that disability, who can offer support to the school when planning the appropriate provision for the child.
- Providing adequate training for staff, who will be responsible for that child, so that they feel confident to carry out the plan.
- Providing the correct resources for the child so that he/she has as much access to the curriculum as is reasonably practicable.

After Admission

Planning and undertakings will include:

- Managing and recording the pastoral care of the child through the school's pastoral system and fostering the child's social and emotional development, with appropriate documentation.
- Reviewing the plan with the parents and child and, where relevant external agencies, at appropriate intervals so that planning can be put in place for the following term.
- Communicating with future schools regarding the child's needs.

If the onset of disability occurs during a child's time with us, all the above will be put in place.

Training

The overall planning of staff training is undertaken by the SENCO and Head. Training is given to the whole staff (full-time and part-time) on SEND and Disability on at least a two-year cycle. Training is undertaken on a whole staff basis regarding learning styles, learning differences, learning difficulties and multi-sensory teaching over an extended period.

Training is undertaken on a 'need-to-know' basis regarding, for example, asthma, epilepsy, anaphylaxis, colostomy management, cystic fibrosis and other conditions. Training will continue to be tailored to provision for and understanding of specific conditions as appropriate.

Pastoral Care

Pastoral Care is an agenda item at each meeting of the SLT and forms part of the annual development plan.

A Health and Safety Committee, comprising appropriate members of staff, meets termly to consider all matters of Health and Safety.

Arrangements for Health and Safety on trips and visits are scrutinised and approved by the Head and Educational Visits Co-ordinator.

Physical Environment

The Head has overall responsibility for the school's physical environment.

The school recognises that environmental adjustments cannot readily be made in response to the arrival of a child with a disability and that, therefore, longer-term planning is needed to ensure that environmental factors are improved including access, lighting, acoustic treatment and colour schemes, and more accessible facilities and fittings. This is where the Action Plan becomes a part of the policy.

The plan below sets out the action being taken by the school as positive steps to promote equality and eradicate discrimination for all.

Disability Policy Review

The responsibility of review is the Senior Leadership Team.

The terms of reference are:

- to review the school's policies, procedures and facilities, as they are likely to affect pupils and prospective pupils with disabilities or additional needs and to prepare an audit of current provision.
- to make recommendations with a view to improving accessibility of the school's education to pupils or prospective pupils with disabilities, by means of reasonable adjustments and by planning for the future by preparing an Accessibility Plan.
- to review such plans and policies as necessary at least every three years.
- an audit of current provision.

Admissions

Admission to the school is on a non-selective basis (no written assessments are taken). We welcome pupils with special educational needs, providing that our Learning Support Department can offer them the support that they require. We welcome pupils with physical disabilities

provided that our site can cope with them. The school's policy is to enrol pupils regardless of any disability of which it is aware, provided that the school can accommodate their needs within the parameters of reasonable adjustments.

The school asks parents of prospective pupils if special needs should be taken into consideration. In assessing any pupil or prospective pupil the school may take such advice and require such assessments as considered appropriate. Subject to this, the school will be sensitive to any requests for confidentiality.

The life of the school is enhanced by inclusive policies, but equal importance must be given to ensuring that no pupil's education is impaired.

Delivery of the Curriculum

Through INSET, staff meetings and other initiatives, such as online learning, we train classroom staff on developing inclusive approaches towards teaching.

Classroom Arrangements

Freestanding tables and chairs in most classrooms mean that furniture can be rearranged easily to accommodate pupils with disabilities or additional needs. Where appropriate for learning needs, the school encourages the use of laptops or other portable devices. Most rooms are fitted with blinds, which might be of benefit to students with visual impairment. Lessons provide opportunities for all students to achieve. For example, provision may be made for dyslexic and dyspraxic students to use laptops in lessons and for tests. The school keeps detailed records of pupils' needs and the range of support provided, which it uses to make application for extra provision in public and formal examinations.

Delivering Material in other Formats

ICT and photocopying facilities are available to produce large print information.

Visits

School visits are open to all, provided the appropriate medical practitioner declares any individual with a medical condition is well enough to travel. However, the school might need to consider the transport and accommodation needs of a wheelchair user.

Policies

Details of the Equal Opportunities policy, including disability, are published in the staff handbook. This policy and plan should be read in conjunction with the following "Related Policies":

- SEND and Inclusion Policy
- Safeguarding and Child Protection Policy
- Curriculum Policy
- Health and Safety Policy
- Behaviour Policy
- Equality and Diversity Policy
- Admissions Policy

School Design: Access to Buildings

Reasonable adjustments have been made to all areas of the school, but some may well require further changes to accommodate individual new students – this will be assessed at the time of application.

Emergency Evacuation

If a pupil with a disability is admitted to the school, relevant staff will be provided with training to support the pupil's emergency evacuation. Within the structure of the current premises, several modifications may be possible to increase accessibility for pupils and parents with disabilities or additional needs.

Should it be beneficial for a pupil with a disability, the school will create a Personal Emergency Evacuation Plan (PEEP), consulting, as relevant, with the pupil's medical practitioner and the emergency services.

In planning for emergency evacuation, if appropriate, the school will consider, for example:

- equipping fire alarms and bells with additional visible signals to meet the needs of any deaf pupils.
- acquiring an 'evac-chair' or similar equipment to facilitate the emergency evacuation of a pupil with mobility difficulties.

Evaluation and Impact

The effectiveness of this Accessibility Policy and Action Plan is evaluated through measurable outcomes, including pupil achievement, attendance, parent/pupil feedback, and access to the full curriculum. Annual accessibility audits and stakeholder feedback inform updates.

Interpretation

In this policy, the term "senior manager" means the School Head and their designated deputies.

This policy applies to all employees in all Schools (save for Schools with their own procedure which shall prevail) and other work environments within Chatsworth Schools.

This policy applies within all companies, which are wholly owned subsidiaries of Chatsworth Schools Ltd, a company registered in England, registered number 11552579.

The registered office of all companies is St Botolph Building, 138 Houndsditch, London EC3A 7AR. Any enquiries regarding the application of this policy should be addressed to the Executive Director of Property & Development at the above address.

This policy is published on the school's website and is available on request. It complies with ISSR Paragraph 32(1)(f).

Key Action Areas – Sample Document

The following table provides a summary of the school's priority areas for action.

Key Action Areas	Timescale
a) increase the extent to which pupils with disabilities or additional needs can participate in the school's curriculum;	
<p>The school aims to have applied for an EHCP and acted in line with the recommendation of the EHCP (Education, Health and Care Plan)</p> <p>The school aims to further recognise diversity in our school culture by delivering tailored diversity events (such as assemblies and theme days, etc.) for under-represented groups within the school, so that all pupils feel valued and included in our school community.</p> <p>The school aims to continue to improve the way by which all pupils, including those that have disabilities or additional needs, participate in developing school policies, for example, reviewing the pupil representatives on the 'school council' at the end of each year.</p>	<p>1 year – updates end of academic year commencing 09/25</p> <p>3 year cycle. One year into Anti-Racism/Inclusivity Award</p> <p>Ongoing cycle</p>
b) improve the physical environment of the school for the purpose of increasing the extent to which pupils with disabilities or additional needs can take advantage of education and benefits, facilities or services provided or offered by the school;	
The school aims to allow more flexibility and access to the SEN Den and room.	Review the accessibility over the next term – review end of year 2026
c) improve the delivery to pupils with disabilities or additional needs of information which is readily accessible to pupils who are not disabled or do not have additional needs.	
<p>Sendco to observe lessons termly and provide feedback on how we can improve our delivery.</p> <p>Review of needs and knowledge based skills.</p>	Termly reviews between 2025-2028

Accessibility Plan 2022 - 2025

SECTION A: Increase the extent to which pupils with disabilities or additional needs (including those with special educational needs) can participate in the school's curriculum

Target	Action	Person Responsible for Action	Person Responsible for Sign-off	Resources & Cost Estimate*	Time frame	Outcomes for learners (to include monitoring arrangements and progress)	Date Achieved & Signed Off
To provide sloping boards to support pupils with poor muscle tone and upper body strength.	SEND department to assess long-term needs of children and provide boards where necessary	FW	FW	Boards £50	September 2024	Pupils have improved access to the curriculum	Completed 09/24. Currently provided for one child.
To provide access to iPads to pupils who will benefit by having increased access to the curriculum.	SEND department to assess long-term needs of children and provide iPads where necessary. Run touch-typing lessons for children to learn to type at a suitable speed to enable them to use a laptop in lessons. These sessions are added to	Head of ICT and FW	FW	iPads FW time – teaching touch typing. Software free.	Beginning of each term, review who needs access depending on EP suggestions/SE NDCo advice. Beginning of each term, review typing speed and end	Pupils with learning needs can demonstrate their understanding effectively. Pupils who need to use laptops can touch type at a speed that is faster than their writing speed.	2024 – 4 students with iPad needs. 4 sets of typing lessons. 2025 – starting with 3 students on iPads –

Target	Action	Person Responsible for Action	Person Responsible for Sign-off	Resources & Cost Estimate*	Time frame	Outcomes for learners (to include monitoring arrangements and progress)	Date Achieved & Signed Off
	pupil passports and reviewed termly.				of term in pupil passport record notes.		review Dec and termly.
To review the range of learning resources that is accessible for students with different disabilities.	Heads of Department to review resources in their curriculum areas collaborating with the Special Needs Co-ordinator	SENCO & Heads of Department	FW	Time/resources - prices vary depending on children.	Within three weeks of term start, end of September 2025 – FW and teachers to liaise over needs of pupils and equipment requirements. This then needs repeating no later than two weeks into each new term next year.	Students with disabilities have increased access to curriculum materials like wobble cushions, fidgets, overlays.	First review end of Sept 2025 then termly. Items run on a as needed basis.
To provide a Reader for tests where children have an	SEND Co-ordinator and Director of Studies to plan for the availability	SENCO & Director of Studies	FW	Possible cost of TA / SENDCo time	Assessment weeks and all internal	Students with phonological learning needs can access written	System set up and

Target	Action	Person Responsible for Action	Person Responsible for Sign-off	Resources & Cost Estimate*	Time frame	Outcomes for learners (to include monitoring arrangements and progress)	Date Achieved & Signed Off
identified phonological learning need.	of a Reader for tests where needed.				assessments during the school year.	tests and perform at the level of which they are capable	complete but: Ongoing target – FW sends reminders to teachers at the beginning of each term and during assessment weeks. This needs to be continued termly and ongoing.
To enable children with dyslexia or weak working	Teachers provide written instructions /	SENCO, class teachers, TAs	FW	Class teachers TAs, Software	No later than October 2025 Teachers will be	Students with dyslexia or weak working memory are supported to	In action but an ongoing

Target	Action	Person Responsible for Action	Person Responsible for Sign-off	Resources & Cost Estimate*	Time frame	Outcomes for learners (to include monitoring arrangements and progress)	Date Achieved & Signed Off
memory to remember instructions and access the curriculum effectively	hand-outs of information. Students permitted to take photographs of the whiteboard in lessons. Use predictive text programme to aid with typing on laptops. Provide access to laptops.				fully aware of the adaptive needs of the students' methods.	retain information and access the tasks in class independently.	target reviewed termly.
To provide access to the curriculum for pupils diagnosed with Irlen's syndrome.	Internally assess children presenting with reading / tracking difficulties. Provide coloured overlays where needed. For severe difficulties, children will be referred on for prescription glasses.	SENCO, school nurse & class teachers		Cost of one coloured overlay for each child who needs it.	Complete	Children with visual processing sensitivity can read more easily and without strain.	Target complete in 2022.

Target	Action	Person Responsible for Action	Person Responsible for Sign-off	Resources & Cost Estimate*	Time frame	Outcomes for learners (to include monitoring arrangements and progress)	Date Achieved & Signed Off
To ensure that pupils with medical conditions that lead to a high level of absence from school make good progress and can catch up.	Write care plans for pupils with severe medical conditions, such as severe asthma or ME, to include provision of catch-up work, where relevant, for absence or a reduced timetable. Liaise with outside agencies and parents to understand the provision needed.	SENCO & Head of School and class teacher	Headteacher	SENCO time Leadership Team Teacher time	Sept 2025 review absences and scores of those children with high rate. Create an action plan for any students on this list by Nov 2025. Review the absences and scores Easter and termly.	Children with medical needs can access the curriculum and make good progress despite absence from school.	
To enable children with learning needs to make good progress and attain in line with their underlying ability.	Provide individual lessons with specialised members of staff. Review the attainment for all SEND pupils. Provide group spelling support using individualised computer programmes. Provide	SENCO, Head of Department & class teachers	FW	SENCO time Leadership Team Dedicated INSET time	Ongoing target but first review after assessment week in Sept 25 – then reviewed 6 weeks on or end of term. Next review end of Jan – action plan	The progress across the curriculum of disadvantaged pupils, pupils with disabilities or additional needs and those with special educational needs currently on the school roll matches or is improving towards that of other pupils with the same starting points.	

Target	Action	Person Responsible for Action	Person Responsible for Sign-off	Resources & Cost Estimate*	Time frame	Outcomes for learners (to include monitoring arrangements and progress)	Date Achieved & Signed Off
	group curriculum support				reviewed before Easter.		
For children with weak working memory to know and be able to use a range of strategies to support their working memory in a range of contexts.	Plan for the provision of group teaching of strategies to support children with weak working memory. Train all staff in the strategies being taught to children.	SENCO, Head of Department s & class teachers	FW	SENCO time Leadership Team	Ongoing but implemented action plan with in-class support scheduled for October 2025. Review output and strategies for these pupils each term.	Children with weak working memory know and use a range of strategies independently to help with their memory.	
To increase the confidence and skills of all staff in noticing and supporting pupils with learning needs	Develop a plan of training for all staff in supporting and noticing the needs of pupils with SEND.	SENCO, Head of Department s & class teachers	Headteacher	SENCO time Leadership Team	January 2025 inset on how to spot signs of dyslexia. January 2026 – ASD awareness. January 2027 – ADHD awareness.	Staff are confident to identify and support children with learning needs and disability.	Jan 26 dyslexia awareness inset.

Target	Action	Person Responsible for Action	Person Responsible for Sign-off	Resources & Cost Estimate*	Time frame	Outcomes for learners (to include monitoring arrangements and progress)	Date Achieved & Signed Off
To liaise with external assessors to ensure that pupils are assessed where needed and that provision is made for exam access arrangements.	Arrange assessments. Ensure we have enough qualified assessors. Make provision for exam access arrangements, e.g. extra time, lap top use, readers.	SENCO & Exams Officer	FW	SENCO Exams Officer	This is an as and when target. Access arrangements though are discussed with SEN parents in September, forms filled March (government timeframe depending) and submitted May. Results given June and parents and teachers informed. This happens annually.	Pupils can access exams and teachers have the best understanding of how to support pupils with their learning.	

Target	Action	Person Responsible for Action	Person Responsible for Sign-off	Resources & Cost Estimate*	Time frame	Outcomes for learners (to include monitoring arrangements and progress)	Date Achieved & Signed Off
To monitor the class targets for SEN pupils ensuring pupil passports are being adhered to.	FW to observe lessons with pupil passport front page as key points for observation. This is to be carried out each term.	FW	RW and FW	SENDCo time.	First observations End of September then February.	Cohesion in teaching methods applied to enable their needs allowing for OAP to be achieved.	
To check targets are set and complete for in-class tracker for those students not on the SEN list.	FW to meet with teachers to help set targets and then review them.	FW	FW	Teacher and SENDco time	First set of targets to be made end of September/after assessment week. Reviewed December and new targets made. Reviewed before Easter holidays and new targets made.	To ensure all students are reaching their potential and attainment is pushed regardless of beginning point.	

SECTION B: Improve the physical environment of the school to increase the extent to which pupils with disabilities or additional needs are able to take advantage of education and benefits, facilities or services provided or offered by the school:

Target	Action	Person Responsible for Action	Person Responsible for Sign-off	Resources & Cost Estimate*	Time frame	Outcomes for learners (to include monitoring arrangements and progress)	Date Achieved & Signed Off
Example: Provide designated disabled parking	Incorporate into master plan redevelopment project	Facilities and Compliance Manager & Bursar		Facilities and Compliance Manager to ensure correct ratio of disabled spaces are incorporated into the transport plan		Improve access to all school sites	
Improve signage	Install clear and, where needed, illuminated signage to identify school entrances and access route better	Facilities and Compliance Manager & Bursar		Bursar & Facilities managers to establish		Clear signage directing pupils, staff and visitors around each site	
Reduce external trip hazards	Ensure external pathways and steps are accessible to all and hazards are clearly marked	Facilities and Compliance Manager & Bursar		Bursar & Facilities managers to incorporate into weekly tours of inspection and rolling maintenance programme		Pathways and steps are free from hazards and maintained as part of routine maintenance programme	

Target	Action	Person Responsible for Action	Person Responsible for Sign-off	Resources & Cost Estimate*	Time frame	Outcomes for learners (to include monitoring arrangements and progress)	Date Achieved & Signed Off
Access ramps	Ensure all wheelchair access ramps are serviceable and meet the 1:15 gradient	Facilities and Compliance Manager		Bursar & Facilities Managers to assess and build into holiday works programme. Facilities and Compliance Manager to ensure new builds meet the requirement.		Access ramps are serviceable and compliant	
Differentiate doors and corridors	When re-decorating corridors and doors ensure high contrast between walls and doors to assist visually impaired	Facilities and Compliance Manager & Bursar		Facilities Manager to incorporate into rolling maintenance programme and to ensure new buildings meet requirement		Doors and corridors easily differentiated	
Hearing induction loop	Install hearing induction loops at reception offices for hearing impaired	Facilities and Compliance Manager & Bursar		Facilities and Compliance Manager to incorporate into master plan		Improve environment for hearing impaired visitors	
Stairs	Ensure all stair nosing's are secure and	Facilities and		Bursar & Facilities managers to		Minimise risk on stairs	

Target	Action	Person Responsible for Action	Person Responsible for Sign-off	Resources & Cost Estimate*	Time frame	Outcomes for learners (to include monitoring arrangements and progress)	Date Achieved & Signed Off
	handrails are fitted where required	Compliance Manager & Bursar		incorporate into weekly tours of inspection and rolling maintenance programme			
Disabled WC facilities	Ensure existing and future facilities meet DDA requirements	Facilities and Compliance Manager & Bursar		Facilities Manager to incorporate into rolling maintenance programme and to ensure new buildings meet requirement		To provide appropriate facilities for pupils, staff and visitors	

SECTION C: Improve the delivery to pupils with disabilities or additional needs of information that is readily accessible to pupils who are not disabled or do not have additional needs:

Target	Action	Person Responsible for Action	Person Responsible for Sign-off	Resources & Cost Estimate*	Time frame	Outcomes for learners (to include monitoring arrangements and progress)	Date Achieved & Signed Off
To review and adjust revision and curricular materials to improve the accessibility for all the children	Develop a responsive-web based version of revision materials that is accessible for all children. Maintain on-line revision materials while the development progresses.	SENCO, Heads of Department & class teachers	RW	Appoint a Director of Teaching & Learning with responsibility for this development	Sept 2025	Responsive-Web based version of revision materials.	<i>Achieved Sept 2025 – purchase of Atom, Quest and Freckle maths.</i>
To plan study skills evenings for parents of targeted year groups to help them understand our revision and study skills programme.	Director of Teaching & Learning to liaise with relevant teachers to plan event	SENCO & Director of Teaching and Learning	RW	Director of Teaching & Learning time		Successful events take place and become regular embedded events as part of school annual calendar.	
To provide information to parents about	Individual needs policy to be updated annually and to be	SENCO	RW	SENCO		Up to date policy live on website	Signed off each year/September month.

Target	Action	Person Responsible for Action	Person Responsible for Sign-off	Resources & Cost Estimate*	Time frame	Outcomes for learners (to include monitoring arrangements and progress)	Date Achieved & Signed Off
Special Needs provision.	kept on the school website						
To provide information to parents about the external help available to them.	List available of Speech and Language Therapists, Sound Therapists, Optometrists, Audiologists, and Educational Psychologists.	SENCO	FW	SENCO	Ongoing target as outside sources change jobs, close down or are added. FW is keeping a running file of contacts that she shares as and when.	Parents have access to the information necessary to ensure full access to the curriculum for their children.	Review Dec 25 – add to the list/delete accordingly. Review annually. Add to it each time a new report/EP is used to grow list.

