



# Shirley Manor

## Primary Academy

Working together to achieve excellence

# ACCESSIBILITY PLAN

<b>Review Date:</b>	September 2024
<b>Reviewer:</b>	L Bailey, Head of School
<b>Approved by:</b>	Local Governing Body
<b>Approval Date:</b>	10 <sup>th</sup> October 2024
<b>Next Review Date:</b>	September 2025

## **Policy Statement**

This Accessibility Plan Policy has been drawn up in consultation with the staff and governors of the academy.

We are committed to providing a fully 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.

## **Key Responsibilities**

### **The Governing Body must:**

- Ratify the Accessibility Plan Policy.
- The Health & Safety Governor will work with the Caretaker and Business Manager and report back to the Governing Body.
- Monitor the progress and implementation of the Accessibility Plan Policy within the Academy.

Shirley Manor Primary Academy plans, over time, to increase the accessibility of provision for all pupils, staff and visitors to the academy. The Accessibility Plan will contain relevant actions to:

- improve access to the physical environment of the academy, adding specialist facilities as necessary. This covers improvements to the physical environment of the academy and physical aids to access education.
- increase access to the curriculum for pupils with a disability, expanding the curriculum as necessary to ensure that pupils with a disability are as, equally prepared for life as are the able-bodied pupils; (If an academy fails to do this they are in breach of the DDA). This covers teaching and learning and the wider curriculum of the academy such as participation in after-school clubs, leisure and cultural activities or academy visits. It also covers the provision of specialist aids and equipment, which may assist these pupils in accessing the curriculum.
- improve the delivery of written information to pupils, staff, parents and visitors with disabilities. Examples might include handouts, timetables, textbooks and information about the academy and academy events. The information should be made available in various preferred formats within a reasonable time frame.

Attached are Action Plans, relating to these key aspects of accessibility. These plans will be reviewed and adjusted on an annual basis. New Plans will be drawn up every three years.

We acknowledge that there is a need for ongoing awareness raising and training for staff and governors in the matter of disability discrimination and the need to inform attitudes on this matter.

The Accessibility Plan should be read in conjunction with the following policies, strategies and documents:

- Curriculum
- Equal Opportunities and Diversity
- Health & Safety (including off-site safety)
- Special Education Needs
- Behaviour Management
- School Health and Safety Action Plan

The Action Plan for physical accessibility relates to the Access Audit of the academy, which is undertaken regularly by the Caretaker together with the Business Manager. It may not be feasible to undertake some of the works during the life of this Accessibility Plan and therefore some items will roll forward into subsequent plans. The audit will need to be revisited prior to the end of each first three-year plan period in order to inform the development of the new plan for the following period.

The Plan will be monitored through Resources and Finance Committee of the Governors.

The academy will work in successfully developing and implementing this plan.

The plan may be monitored by Ofsted as part of their inspection cycle.

Declaration of Responsibility

Named Governor: Nicky Reynolds

Monitoring the Policy: Lucy Bailey

Reporting to: LGB

Next Review Date: November 2025

### Improving the Physical Access at Shirley Manor Primary Academy

Access Report Ref	Item	Activity	Timescale	Comments
1	Accessible car parking	Bays to be signed in accordance with Part M standards	Completed	Bays marked accordingly
2	Accessible toilet facilities	To provide two unisex accessible toilets	Completed	Located on main corridor and EYFS
3	Light switches, power outlets and emergency alarm buttons	To be moved to wheelchair height, as money allows	Completed	Due to safeguarding issues, some alarm buttons are to be retained at a higher level
4	Ramp and maintenance access to external doors not at floor height	Ramps to be added to main school entrance	Completed	Main entrance door has ramp access
5	Only access to upper play area for disabled users is via the caretaker's drive. Ramp access is excessively steep and not accessible to wheelchair users. It is not compliant with current Building Regulations.	Explore possibility of securing funding to pay building work to make access compliant with current building regulations. Submit a bid to the Condition Improvement Fund.	CIF bid in progress 21/22	During a recent Condition Survey undertaken on behalf of the DfE, the poor condition of the only disabled access to the upper play facilities and the high gradient was highlighted.

### Improving the Curriculum Access

TARGET	STRATEGY	OUTCOME	TIMEFRAME	ACHIEVEMENT	PERSON RESPONSIBLE
Training for teachers on differentiating the curriculum	Undertake an audit of staff training requirements	All teachers are able to more fully meet the requirements of disabled children's needs with regards to accessing the curriculum	Ongoing - review of progress September 2025	Increase in access to the National Curriculum.	SENCO
Training for teachers on differentiating the curriculum	Review the specific needs for pupils living with a disability, in terms of basic daily living skills, relationships and future aspirations.	Teachers are aware of the relevant issues and can ensure that this group has equality of access to life-preparation learning. The use of other professional partners has been made available.	Ongoing - review of progress September 2025	Parents signposted to relevant external agencies	SENCO
All out-of-school activities are planned to ensure the participation of the whole range of pupils	Review all out-of-school provision to ensure compliance with legislation	All out-of-school activities will be conducted in an inclusive environment with providers that comply with all current and future legislative requirements	Ongoing - review of progress September 2025	Increase in access to all academy activities for all disabled pupils	PE Co-Ordinator
Classrooms are optimally organised to promote the participation and independence of all pupils	Review and implement a preferred layout of furniture and equipment to support the learning process in individual class bases	Lessons start on time without the need to make adjustments to accommodate the needs of individual pupils	Ongoing - review of progress September 2025	Increase in access to the National Curriculum	Individual Class Teachers

### Improving the Delivery of Written Information at Shirley Manor Primary Academy

TARGET	STRATEGY	OUTCOME	TIMEFRAME	ACHIEVEMENT	PERSON RESPONSIBLE
Availability of written material in alternative formats	The academy will make itself aware of the services available for converting written information into alternative formats.	The academy will be able to provide written information in different formats when required for individual purposes	As and when required	Delivery of information to disabled pupils improved	SENCO – As and when required
Make available academy brochures, academy newsletters and other information for parents in alternative formats	Review all current academy publications and promote the availability in different formats for those that require it	All academy information available for all	As and when required	Delivery of academy information to parents and the local community improved	Admin
Review documentation with a view to ensuring accessibility for pupils with visual impairment	Get advice from Visual Impairment Team on alternative formats and use of IT software to produce customised materials.	All academy information available for all	As and when required	Delivery of academy information to pupils & parents with visual difficulties improved.	SENCO – As and when required
Raise the awareness of adults working at and for the academy on the importance of good communications systems	Arrange training courses	Awareness of target group raised	Ongoing - Review progress September 2025	Academy is more effective in meeting the needs of pupils.	Office Manager

