

Newhaven

Accessibility Policy

Committee responsible for review	Business
Agreed date	Spring 2019
Review date	Spring 2022

Headteacher	Signature:	Date
Chair of Management Committee	Signature:	Date:

Newhaven School – Accessibility Policy

Accessibility Plan

The Accessibility Plan has been drawn up in consultation with the Local Authority, pupils, parents, staff and governors of the school and covers the period from April 2019 – April 2022

1. 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.

2. Newhaven School plans, over time, to increase the accessibility of provision for all pupils, staff and visitors to the school. The Accessibility Plan will contain relevant actions to:

☒ Improve access to the **physical environment** of the school, adding specialist facilities as necessary. This covers improvements to the physical environment of the school 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 a school fails to do this they are in breach of the DDA). This covers teaching and learning and the wider curriculum of the school such as participation in after-school clubs, leisure and cultural activities or school 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 school and school events. The information should be made available in various preferred formats within a reasonable time frame.

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

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

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

- ☒ School Brochure and Mission Statement
- ☒ Teaching and Learning Policy
- ☒ Staff Development
- ☒ Health & Safety
- ☒ Equalities Policy
- ☒ Single Equality Scheme
- ☒ Community Cohesion Policy
- ☒ Inclusion Policy
- ☒ Behaviour for Learning Policy

☒ Anti-Bullying Policy

6. The Action Plan for physical accessibility relates to the Access Audit of the School which is undertaken regularly by the Local Authority. It may not be feasible to undertake some of the works during the life of this first 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.

7. As curriculum policies are reviewed, a section relating to access will be added to that on Equality and Diversity. The terms of reference for all management committees will contain an item on “having regard to matters relating to Access”.

8. The Plan will be monitored through the Business Committee

9. The school will work in partnership with the local education authority in developing and implementing this plan and will adopt in principle the “Greenwich Accessibility Strategy, Access to Learning”.

10. The Plan will be monitored by Ofsted as part of their inspection cycle.

11. The Plan will be reviewed bi-yearly

Key documents

- **The essential guide to the public sector equality duty. Vol. 1 of 5 Equality Act 2010** guidance for English public bodies (and non-devolved bodies in Scotland and Wales)
http://www.equalityhumanrights.com/uploaded_files/EqualityAct/PSED/essential_guide_guidance.pdf
- **The SEN and Disability Act 2001** <http://www.legislation.gov.uk/ukpga/2001/10/contents>
- **Disability Discrimination Act 1995 Part IV: Education.**
<http://www.legislation.gov.uk/ukpga/1995/50/part/IV>
- **Disability Rights Commission: Code of Practice for Schools.** Available from the DRC. Tel: 08457 622 633; website: www.drc-gb.org
- The SEN Code of Practice and the Department for Education and Skills (DfES) Guidance on Inclusive Schooling
- **Guidance on matters to be taken into account in determining questions relating to the definition of disability.** Available from The Stationary Office.
- **DfES: Inclusive Schooling: Children with Special Educational Needs** (Ref DfES 0774/2001) published November 2001. Available from DfES Publications Centre and website: www.dfes.gov.uk/sen
- **DfES: SEN Code of Practice 2001 and SEN Toolkit** published December 2001. Available from DfES Publications Centre and website: www.dfes.gov.uk/sen

Access to school premises

- **British Standards [BS8300]:** 2001. Design of buildings and their approaches to meet the **needs** of disabled people – Code of Practice. £148 for non-members. Available from British Standards; website www.bsi-global.com
- **DfE: Access for Disabled People to School Buildings: Management and Design Guide.** Building Bulletin 91. 1999. £14.95. Available from The Stationery Office and website: www.dfes.gov.uk/schoolbuildings
- **DfE and DfES Asset Management Plans Guidance sections 1-6.** 2000 and 2001. Sent to all LEAs. Available from DfES Publications Centre and website: www.dfes.gov.uk/schoolbuildings
- **DfE and DfES Asset Management Plans Guidance sections 1-6.** 2000 and 2001. Sent to all LEAs. Available from DfES Publications Centre and website: www.dfes.gov.uk/schoolbuildings
- **DfE: Inclusive School Design Building Bulletin 94.** 2001. £19.95. Available from The Stationary Office and website: www.dfes.gov.uk/schoolbuildings
- **DfES: Guidance on the Constructional Standards for Schools.** July 2001. Available from website: www.teachernet.gov.uk/sbconstand

- **JMU Access Partnership/ICI Paints/Reading University:** Colour and Tonal Contrast 2001 **CD Rom:** Available from Dulux Technical Group. tel: 0870 242 1100; website: www.duluxtrade.co.uk
- **JMU Access Partnership: Sign Design Guide (2000);** Available from Royal National Institute of the Blind customer services: tel: 020 7391 2002; website: www.jmuaccess.org.uk/publications.asp
- **The Building Regulations. 1991:** Access and Facilities for disabled people: approved **document M.** 1999. £7.99. Available from The Stationery Office.

Other useful publications

- **Centre for Studies on Inclusive Education: Index for Inclusion** 2000. £24.50. Available from **CSIE.** tel: 0117 344 4007; fax: 0117 344 4005; website: www.inclusion.org.uk
- **DfE: Connecting Schools for Inclusion** an interactive CD Rom which looks at strengthening **links** between special and mainstream schools to support the inclusion of pupils with SEN. Available from Voluntary Partnerships Team, SEN Division, DfES. tel: 020 7925 6881; fax: 020 7925 5920
- **DfE: National Curriculum 2000** sets out the curriculum for schools and local education **authorities.** Also includes Inclusion Statement at beginning of the document. Available from website: www.nc.uk.net
- **DfE/QCA: Supporting the Target Setting Process** DfES Communication: 0065/2001 (Revised March 2001) guidance for effective target setting for pupils with special educational needs 2001. Also known as the 'P scales'. Available from DfES Publications Centre and website: www.standards.dfes.gov.uk
- **DfES: The Distribution of Resources to Support Inclusion** (Ref LEA/080/2001) Nov 2001. Available from DfES Publications Centre and website: www.dfes.gov.uk
- **Disability Equality in Education: Training for Inclusion & Disability Equality Course Book.** Priced. This and other resources for inclusion and disability equality are available from DEE, tel: 020 7359 2855; e-mail: info@diseed.org.uk website: www.diseed.org.uk
- **OFSTED: Evaluating Educational Inclusion** – Guidance for inspectors and schools. October **2000.** Ref No. HMI 235. Available from OfSTED. tel: 020 7421 6800; website: <http://www.ofsted.gov.uk>
- **Planning, Teaching and Assessing the Curriculum for Pupils with Learning Difficulties 2001.** £60. Available from Qualifications and Curriculum Authority Publications; PO Box 99, Sudbury, Suffolk CO10 2SN; tel 01787 884 444; website: www.qca.org.uk
- **RNID: Effective inclusion of deaf pupils into mainstream schools.** Education guidelines **project.** 2001. Information available from tel: 0808 808 9000; website: www.rnid.org.uk
- **RNID: Promoting access to the curriculum for deaf pupils.** Education guidelines project. 2001. Information available from tel: 0808 808 0123; website: www.rnid.org.uk
- **Teacher Training Agency: the National SEN Specialist Standards** identifying your training **needs.** 1999. CD-ROMs available from TTA Publications; tel 0845 606 0323; e-mail publications@ttalit.co.uk website: www.canteach.gov.uk

Useful websites

- **BECTA:** British Educational Communications and Technology Agency. www.becta.org.uk
- **Inclusion website:** <http://inclusion.ngfl.gov.uk> This website provides a free catalogue of resources for teaching professionals, learners, parents and carers. Resources include publications, software, hardware, guidance and links to other organisations to aid independent living and learning.
- **DRC:** The Disability Rights Commission www.drc-gb.org
- <http://www.tes.co.uk/teaching-resource/Narrowing-the-Gap-through-Quality-First-Teaching-6153613/>

Most unpriced documents can be obtained from the **DfES Publications Centre** at: PO Box 5050, Sherwood Park, Annesley, Nottinghamshire NG15 0DJ. Tel: 0845 60 222 60; Fax: 0845 60 333 60; minicom: 0845 60 555 650; e-mail: dfes@prolog.uk.com

Priced documents can usually be obtained from **The Stationery Office** at: PO Box 29, Norwich, NR3 1GN. Tel: 0870 600 5522; Fax: 0870 600 5533; Website: www.thestationeryoffice.com or www.clicktso.com

Newhaven School Accessibility Plan 2019-2022
Improving the Physical Access at Newhaven School/Newhaven Annexe

Item	Activity	Timeframe	Cost
<p>Ensure access to school buildings and site can meet diverse pupil needs I</p> <p>Improved access to buildings and site</p>	<p>Accessibility & clarity of signs</p> <p>Awareness of independent access</p> <p>Clear identification of room functions</p>	<p>Ongoing</p>	
<p>Light switches, power outlets and emergency alarm buttons</p>	<p>To be made accessible where surveyed as necessary</p>	<p>Ongoing</p>	

Newhaven School Accessibility Plan 2019-2022
Improving the Curriculum Access at Newhaven School

Target	Strategy	Outcome	Timeframe	Achievement
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	Increase in access to the National Curriculum
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	More skilled staff, improved provision
Ensure that classrooms are optimally organised for disabled pupils within current restraints. Identify needs & actions for future improvements	Plan classrooms in accordance with pupil need. Organise resources within classrooms to reflect student need. Incorporate accessibility into any proposed structural alternatives Provide quiet areas within the school Think beyond the ramp. Look at accessibility in all areas of school life	Appropriate use of resources for diverse needs of pupils with disabilities.	Ongoing	

Target	Strategy	Outcome	Timeframe	Achievement
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	Increase in access to all school activities for all disabled pupils
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	Increase in access to the National Curriculum
Ensure access to computer technology appropriate for pupils with disabilities	ICT plan includes priority purchasing for computers as required for pupils with special needs School staff to update on available technology on an annual basis	Access to appropriate computer technology will be improved for all disabled pupils	As required – unless needs of pupils in school require immediate action	£1000 p.a.
Training for Awareness Raising of Disability Issues	Provide training for governors, staff, pupils and parents Discuss perception of issues with staff to determine the current status of school	Whole school community aware of issues relating to Access	Ongoing	Society will benefit by a more inclusive school and social environment

Newhaven School Accessibility Plan 2019-2022
Improving the Delivery of Written Information at Newhaven School

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