

## CHEAM PARK FARM INFANTS SCHOOL: Accessibility Action Plan 2014/16

Target	Action/roles	Timeframe	Outcome/success criteria
<b>Premises</b>			
Building works to provide new secure access gate and reception area which provides safe access to the school for all.	New entrance to school can be operated by a disabled visitor. Ramps at entrance of the school to provide easy access. Low reception desk for visitors in wheelchairs. New signing in monitor positioned at a height suitable for wheelchair users. Secure Entrance	November 2014	Disabled visitors able to operate the main access gates and enter and sign in the school.
To complete building project and install a disabled toilet and refurbish the old toilets	Feasibility Tenders and Costs Programme of Works to refurbish toilets		Refurbished toilets and new disabled toilets
To ensure that disabled pupils can access the facilities and support they require	Regular monitoring and evaluation of current practices to ensure disabled pupils can access facilities (Annual reviews, liaise with parents and healthcare partners, observations at school, school council - pupil voice)	June 2015	Information gathered used to plan for reasonable adaptation of facilities when necessary
To ensure accessibility for all people using the school building.	Monitor and evaluate the current operational system and take action if access to the school can be improved. Consult with parents and visitors Put in place good maintenance/service programme	December 2014	School Facilities accessible to everyone.
To provide access to a ICT for disabled children in Rainbow House	To provide a workstation that is accessible to disabled children. Modify the computer/laptop to meet the children's needs.	Ongoing	Disabled children have access to ICT in Rainbow House- This needs updating
Identify resources needed by SEN pupils to give them access to the curriculum	To assess child's needs and provide resources and as necessary e.g., chair	Ongoing	School are aware of the resources needed to meet the needs of the children.
To train all staff on how to lift and carry and on manual handling if appropriate	Register trainer booked and training delivered	Ongoing	Staff aid disabled pupils appropriately
To meet with parents of new admissions to ensure classes are adapted appropriately	When allocations of pupils are known, office to contact parents and necessary arrangements made	Yearly	All conditions are appropriately catered for
To ensure that disabled parents/carers have access to school	To indentify parents needs	Ongoing	All disabled parents/carers have

events	To make arrangements or provide resources to provide access for disabled parents		access to all school events.
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<b>Access to the curriculum:</b>			
To ensure that disabled pupils are supported to achieve through the provision of appropriate support	Compile list of current resources for teaching staff to access List disabilities and appropriate resources Provide speech & language resources Tracking of disabled pupils on SEN tracking sheet- SIMS	Ongoing " "  Updated termly	List compiled. To be circulated Speech and Language support available  <i>SEN tracking sheet in use</i>
To put in place actions that enable a child with severe disabilities (DO) to access the Year 2 curriculum (shared placement with Sherwood Park Special School)	Provide TA Support for 15 hours a week. Purchase identified equipment that will enable DO to access the Year 2 Curriculum (This will include mobile chair and changing table). Liaise with, and have support from Sherwood Park, Healthcare Professionals, and parents to ensure DO needs are being met. Staff training on caring for DO i.e. feeding and moving Additional hours to programme communication device used by DO. Staff training on how programme, and use the communication device. Liaising with parents and Sherwood Park to ensure consistency in teaching and learning. Regular monitoring and evaluation of current practices to check they are effective and appropriate.	Ongoing Sept 14 – July 15	DO access Year 2 Curriculum and enjoys learning.
To raise children's awareness of disability	Purchase books and posters showing positive images of disability  Develop SEAL programme (Social and Emotional Aspects of Learning)	Ongoing	Children have access to a range of resources which demonstrate a positive image of disability Children's awareness & understanding of disability issues are increased

<b>Target</b> O/Policies/Academy Policies/14-15Accessibility Plan	<b>Action/roles</b>	<b>Timeframe</b>	<b>Outcome/success criteria</b>
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<b>Health and Wellbeing:</b>			
To ensure that disabled pupils know how to be healthy	To be included in Healthy Schools monitoring	As part of Healthy Schools monitoring cycle	Disabled pupils know how to be healthy
To ensure that disabled pupils are not victims of bullying or harassment	Add statement about disabled pupils being more vulnerable to bullying within updated Anti-Bullying policy as part of Behaviour Policy	Annual review	Policy updated
To ensure that disabled pupils' voices are heard	Ensure School Council represents needs of all pupils	Weekly	School Council represents needs of all pupils

<b>Target</b>	<b>Action/roles</b>	<b>Timeframe</b>	<b>Outcome/success criteria</b>
<b>Leadership/Management</b>			
To promote the equality of opportunity for all staff	Monitor data in relation to recruitment retention and professional development	Ongoing	Equal opportunities for all
Provide staff with support contacts and information regarding health and well being and encourage disclosure of disability	Include in Induction Process contact numbers for the School Nurse Ensure staff are of aware of school policies relating to their Health and Safety	Ongoing	Staff aware of support and advice available if required
To ensure equality of training and opportunity related to inclusion needs	CPD Co-ordinator to book courses	Ongoing	Equal training opportunities available for all
To support EAL parents in accessing information about the curriculum	EAL Co-ordinator and head to ensure main letters are translated Regular review of families with EAL to ensure needs are met	Ongoing	EAL parents are aware of events in school
To ensure that all children with medical needs are supported at the school	Governors agreed Policy for Support for Children with medical needs. Put in place new recording procedures for staff training and medicine administration. Staff training on roles and responsibilities	December 2014	Children with medical needs supported at Cheam Park Farm Infants

To ensure school complies with the new 2014 SEN Regulations	Write our School Offer (SEN). Offer put on website and sent to the local authority Revise all current statements to reflect the new SEN regulation (healthcare plan).	Local Offer Sep 2014 Revision of HealthCare Plans August 15	School Offer for SEN is available for parents to view. School complies with new SEN regulations
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Target	Action/roles	Timeframe	Outcome/success criteria
<b>Accessibility of information:</b>			
To ensure that disabled parents are supported to access information about their child's progress at school	Face to face meetings when needed with parents	Ongoing	Offered
To ensure that the needs of disabled governors are met and that disabled members of the community are encouraged to participate on school bodies	Canvas Governors whether they consider themselves disabled and whether their needs are being met Consider how Governing body might encourage inclusion of disabled member of community	Annually	Needs of disabled governors met
To ensure that disabled pupils can participate in extra curricular activities	Assessed on individual basis and adaptations made when necessary	As need arises	Adaptations made
To ensure that disabled pupils can participate in school trips and visits	Assessed on individual basis & provision included in Risk assessment	As need arises	Risk assessment and adaptations made accordingly