



# Accessibility Policy

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## Key Document Details

**School Name:** Melksham Oak Community School

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### 1. Aims

Schools are required under the Equality Act 2010 to have an accessibility plan. The purpose of the plan is to:

- Increase the extent to which disabled pupils can participate in the curriculum
- Improve the physical environment of the school to enable disabled pupils to take better advantage of education, benefits, facilities and services provided
- Improve the availability of accessible information to disabled pupils

Our school aims to treat all its pupils fairly and with respect. This involves providing access and opportunities for all pupils without discrimination of any kind. We are committed to challenging negative attitudes about disability and accessibility and to developing a culture of awareness, tolerance and inclusion.

The plan will be available online on the school website, and paper copies are available upon request.

Our school is also committed to ensuring staff are trained in equality issues with reference to the Equality Act 2010, including understanding disability issues.

The school supports any available partnerships to develop and implement the plan and works as part of The White Horse Federation multi academy trust.

Our school's complaints procedure covers the accessibility plan. If you have any concerns relating to accessibility in school, this procedure sets out the process for raising these concerns.

We have included a range of stakeholders in the development of this accessibility plan, including staff and governors.

### 2. Legislation and guidance

This document meets the requirements of [schedule 10 of the Equality Act 2010](#) and the Department for Education (DfE) [guidance for schools on the Equality Act 2010](#).

The Equality Act 2010 defines an individual as disabled if he or she has a physical or mental impairment that has a 'substantial' and 'long-term' adverse effect on his or her ability to undertake normal day to day activities.

Under the [Special Educational Needs and Disability \(SEND\) Code of Practice](#), 'long-term' is defined as 'a year or more' and 'substantial' is defined as 'more than minor or trivial'. The definition includes sensory impairments such as those affecting sight or hearing, and long-term health conditions such as asthma, diabetes, epilepsy and cancer.

Schools are required to make 'reasonable adjustments' for pupils with disabilities under the Equality Act 2010, to alleviate any substantial disadvantage that a disabled pupil faces in comparison with non-disabled pupils. This can include, for example, the provision of an auxiliary aid or adjustments to premises.

This policy complies with our funding agreement and articles of association.

### 3. Action plan

This action plan sets out the aims of our accessibility plan in accordance with the Equality Act 2010.

Aim	Current good practice <i>Include established practice and practice under development</i>	Objectives <i>State short, medium and long-term objectives</i>	Actions to be taken	Person responsible	Date to complete actions by	Success criteria
Increase access to the curriculum for pupils with a disability	Curriculum progress is tracked for all pupils, including those with a disability.	The OSSSI (One Stop Student Information) is up to date and forms a key part of the planning and assessing process for all staff	Review every term	Class teachers and SENDCO	Updated every term	Pupils with SEN are included in their learning of the curriculum. Student Information is accessible for all staff (e.g. One Page Profiles) highlighted to support the needs of individual children.
	We use resources tailored to the needs of pupils who require support to access the curriculum.	Incorporate Quality First teaching into all planning	Review at each data point in Quality Assurance meetings	Class teachers and SENDCO	Updated termly	Improved access to curriculum for all pupils
	Monitor how well pupils with disabilities are achieving academically and	Identify which pupils	Review impact of interventions at timely	Class teachers, Teaching Assistants and	Updated termly	Systems in place monitoring academic and social progression and differentiation.

	<p>socially. Targets are set effectively and are appropriate for pupils with additional needs.</p>	<p>with disabilities are SEN and those who are not. Include personalised learning plans (e.g. My Support Plans/EHCP Outcomes), as appropriate.</p>	<p>intervals through regular assessment and track progress of pupils</p>	<p>SENDCO</p>		
	<p>The curriculum is reviewed to ensure it meets the needs of all pupils.</p>	<p>All new staff to be aware of plan through induction</p>	<p>Invite speakers of different abilities into school to support pupil's awareness.</p>	<p>All staff</p>	<p>Updated termly</p>	<p>Parents/carers are involved in process and feel informed of their children's progress.</p>
	<p>Use a combination of learning walks, book scrutinies and assessments to record &amp; analyse extra SEN data</p>	<p>Adapt curriculum if needed for children with SEN. e.g. some children have interventions or</p>				<p>All children make progress from their starting point. Increased pupil participation.</p> <p>Improved access to curriculum for all pupils</p>

	Promote positive attitudes towards pupils and all others with disabilities	<p>differentiated work. Consolidate the new system for Tracking Progress of all SEN children</p> <p>Celebrate and highlight key national/local events such as Paralympics, deaf awareness and learning Disability week. Promote outside visits from disability groups</p>			On-going	<p>Create individual support for children, monitor achievements of SEN, evaluate support &amp; interventions, adapt to children's needs &amp; ensure SEN children make progress.</p> <p>Pupils are demonstrating that they understand and have a positive attitude towards disability</p>
Improve and maintain access to the physical environment	The environment is adapted to the needs of pupils as required. Access to school buildings and site can meet diverse pupils needs	Keep under review and adapt as necessary	Risk assessments and health and safety audits are completed	Estates Team/Principal	On-going	Access to school buildings and site meet the needs of the school community. Where it can be reasonably achieved, the school building continues to be accessible for all.

	<p>Clear signs around school premises and within school building</p> <p>Disabled toilets (Accessible) accessible for adults and pupils</p> <p>Decoration and alterations to the school are regularly carried out to maintain high standards</p>	<p>Maintain access to accessible toilets for staff and pupils.</p> <p>Keep under review and continue to audit disabled toilets as necessary</p> <p>School is clean and safe for all of the school community.</p>		<p>Estates Team/Principal</p> <p>Estates Team/Principal</p> <p>Estates Team/Principal</p>	<p>On- going</p> <p>On- going</p> <p>On- going</p>	<p>Pupils and adults have access to a disabled toilet with adequate fixtures/fittings</p> <p>The school is maintained to a good standard</p>
<p>Improve the delivery of information to pupils with a disability</p>	<p>Our school uses a range of communication methods to ensure information is accessible. This includes:</p>	<p>Provide information and letters in clear print in "simple" English</p>	<p>As required</p>	<p>Office/staff</p>	<p>On-going</p>	<p>Parents/Carers to feel welcome in the school.</p>

	<ul style="list-style-type: none"> <li>• Internal signage</li> <li>• Large print resources if requested</li> <li>• Pictorial or symbolic representations</li> </ul> <p>Provide information and letters in clear print in “simple” English</p> <p>School website and all documents accessible via the school website can be accessed by all school community users.</p> <p>Provide information in other languages for pupils or prospective</p>	<p>School office will support and help parents to access information and complete school forms if necessary</p> <p>Ensure website and all documents accessible via the school website can be accessed by all.</p> <p>Access to translators, signs</p>				<p>Pupils and/or parents feel supported and included.</p>
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	pupils who may have difficulty with hearing or language problems	language interpreters to be considered and offered if possible.				
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#### 4. Monitoring arrangements

This document will be reviewed every **3** years, but may be reviewed and updated more frequently if necessary. It will be approved by the Principal and Local Board of Governors.

#### 5. Links with other policies

This accessibility plan is linked to the following policies and documents:

- Risk assessment policy
- Health and safety policy
- Equality information and objectives (public sector equality duty) statement for publication
- Special educational needs (SEN) information report
- Supporting pupils with medical conditions policy

## Appendix 1: Accessibility audit

Feature	Description	Actions to be taken	Person responsible	Date to complete actions by
Number of storeys	One storey building	None – Good access to all areas	SM/Principal	Ongoing
Corridor access	Wide corridors available	None – Corridors are sufficient	SM/Principal	Ongoing
Lifts	Four	Maintain and ensure Key is available for access	SM	Ongoing
Parking bays	Disabled parking bays painted	Maintain access to the disabled parking bay	SM	Review Termly
Entrances	Double Doors/ Automatic doors allow access to wheelchairs.	Ensure doors are in good working order	SM	Ongoing
Ramps	N/A	Review as required	SM/Principal	Review Annually
Toilets	Eight accessible toilets which are suitable for wheelchair users	Maintain good access	SM/Principal	Ongoing
Reception area	Double doors to allow ease of access	Maintain good access	SM	Ongoing
Internal signage	Internal signage is sufficient	Add or adjust signage as required for new staff or pupils	SM/Principal	Ongoing
Emergency escape routes	Fire exits	Fire exits are used during fire alarm practices termly	SM/Principal	Reviewed termly