ACCESSIBILITY PLAN 2023 – 2024

REVISED July 2023

This plan is designed to improve accessibility to the school using three areas of focus:

1. Quality of Education.
2. Improving access to buildings.
3. Improving access to information.

It should be read in conjunction with the Equality Policy, the SEND Policy and the Accessibility Policy.

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| STRAND 1: QUALITY OF EDUCATION | | | |
| Objective | Actions | Lead | Timescale / cost |
| Develop provision for primary-aged students. | Review primary building:  New signage  New flooring  New toys  Ramps / handles  Review classrooms:  New seating  New toys  Education:  Continually review schemes of work  Access to continuous play  Access to relevant trips and visits  Curriculum for toilet training / independence in personal skills  General:  Continual review of H&S  New classroom doors with upper handles.  Changing bed  New seating for lunchtimes.  Observation of younger students on move-up day annually and at consult, to ensure they can access relevant areas of the classroom / school spaces.  Training / processes for intimate care in place. Staff training for moving and handling / care plans organised. | IGW |  |
| All students make 6 months progress in reading age over an academic year. | 100 Lexia licenses  ASY to provide a briefing sheet to staff delivering Lexia.  Continual review of reading books available in the library.  Visual stress testing for all new students on transfer. | KP / IGW  ASY  ASY  ASY | £1932, Sept 22  £NA, Sept 22  £500, on-going  £200, on-going |
| All students make progress in maths skills over an academic year. | Purchase of Times Table Rockstars.  Involvement in Maths Hub led by Hampton Hargate Primary School. | TFI / KP  TFI | £240  +£500, on-going |
| Continual review of school Special Needs and Disability Policy | On MyConcern at the start of the year  Link to job descriptions in next JD review | HMI  IGW | On-going  On-going |
| Ensure all students have access to relevant and aspirational qualifications at all key stages. | Annual review of options  WEX  Exams entries | IGW  CTH  NWH / KP | On-going  On-going  £8k, on-going |
| Improve SEND systems and processes at all levels of the school. | OPP onto a single spreadsheet  New provision map  Monitoring of provision map  Monthly review of banding spreadsheet  New annual review paperwork and planning to ensure student data is discussed with parents / carers, and support manage staff workload and well-being | HMI / IGW | On-going |
| Ensure transition arrangements allow for information-sharing / reduction in IEAPs | Transitions / attendance senior admin to support Transitions TA to develop strong transition arrangements  Develop relationships with SENDIASS | AHO | On-going |
| Continual use and review of relevant AP. | College courses  Newark  ACE  In-school AP  Families First  Swimming | IGW / CTH  AHO  AHO  AHO  AHO  IGW | £6k per student, on-going.  £10 per student, per hour on-going.  £5 per student, on-going.  Various, on-going.  £5k plus transport. On-going.  £15k per year group per year. On-going, BSquared. |
| Staff training on effective use of TA / extra adults. | QA role of the TA. | IGW / Middle Leaders | NA / on-going. |
| Ensure a robust induction programme for new staff at any career stage. | Mentoring of newer staff through UPS roles.  Individual induction for experienced staff.  ECT induction programme following in full.  Middle leaders prepared and able to induct new staff into school systems and processes successfully.  School diary published in advance, and monitored / adjusted to ensure staff accessibility to school events. | IGW  IGW  IGW  IGW  SLT | On-going.  On-going.  On-going.  On-going.  On-going. |
| Classrooms and displays organised to ensure minimal visual distress. | Clear desk policy in classrooms and offices.  Displays only up on boards in classrooms.  Classrooms to display minimal notices, and these must not be around the board.  Use of planners to support student organisation and the role of the form tutor. | MLs  MLs  MLs  AHO / form tutors | NA / on-going.  NA / on-going.  NA / on-going.  £1000 / on-going. |
| Revise and review planners | Lower school – reading log / home-school liaison book.  Upper school – reading log / homework diary / home-school liaison book.  Book bags for primary students | IGW / form tutors | £1000 / on-going.  £200, Jan 23 |
| Develop role of the form tutor so students are pastorally supported to access the school day. | Routines for form tutors shared.  QA throughout the year. | AHO / PLs | NA / on-going  NA / on-going |
| Improve the quality of strategy provision, including PSHE. | X2 PSHE leads, lower school / upper school | TFI | NA / on-going |
| Develop the role of the Pastoral team in support student behaviour. | Continual review of development plan  Develop the use of student roles to enhance provision  Continue with weekly stages meeting  School council  Really Useful Group to ensure student voice | AHO | On-going |

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| STRAND 2: IMPROVING ACCESS TO BUILDINGS | | | |
| Objective | Actions | Lead | Timescale / cost |
| Ensure unsupervised time is accessible for all students. | On-going review of lunchtime clubs.  New benching for socialising at breaktimes. | HMI | On-going |
| Develop PfA with adaptations to lunchtime arrangements. | Use of prefects to support with younger students in the first half of lunch | HMI | On-going |
| Engage with the Really Useful Group (RUG) to identify areas for accessibility development. | Meeting with group x3 a year. SENCO to report back on actions to SLT within one week of the meeting so student voice can be actioned / responded to. | HMI | On-going |
| Three Health and Safety walkarounds completed with link governor annually. | Actions to be recorded and costed.  Accessibility plan updated in response | KP / GS  KP / GS | On-going  £TBC, on-going |
| Prepare site for students with VI. | Braille room signs  Brief staff on storage  On-going training from VI team for staff  Review of schemes of work to ensure inclusivity | HMI | On-going |
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| Site works, summer 2023 | A1 refurbishment  Keller refurbishment  Food room floor  Sensory offer returned | KPI | Various, discussed in budget planning |
| Ensure a safe site where old equipment is replaced. | Skip procured over the summer for classroom clear-out and removal of old and broken furniture. | KP / IGW + staff | £1k |
| Ensure safe use of outside play and PE equipment. | Various small fixes to equipment to ensure safety compliance. | KP / IGW | £2200 |
| Ensure summer rewards trips 2023 are accessible to students with individual needs. | Range of trips sourced. Communications with venue to ensure awareness of need. | PLS / AHTS | £2000 |

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| STRAND 3: IMPROVING ACCESS TO INFORMATION | | | |
| Objective | Actions | Lead | Timescale / cost |
| 80% of parents/carers use SIMS for communication | Follow-up with parents/carers who are not signed up to use it. | RHO | On-going |
| Improve school/home communication for primary | Tapestry to ensure appropriate communication with primary parents | KP/JHO | On-going |
| Ensure the smooth transition for new students and parents | Review of student welcome booklet for transition.  Open evening. | AHO/RHO | On-going |
| Promote and share student achievements | Social Media to be regularly updated with factual and good news stories  Termly newsletter to be created by staff and students. | CWI/RHO | On-going |