

## Chailey School Accessibility Plan

### Improving Access to the Physical Environment

	<b>Targets</b>	<b>Actions</b>	<b>Timescale</b>	<b>Responsibility</b>	<b>Success Criteria</b>
Short term	1. All building work has considered East Sussex Accessibility guidance.	a) East Sussex accessibility toolkit shared with relevant personnel and contractors.	From January 2007	Director of Finance and resources	On-going improvements in access to all areas when undertaking routine and maintenance works.
	2. Improve signage and external access for visually impaired people	a) Replace external light bulbs immediately when 'blown'  b) Ensure all changes in level are highlighted in contrasting colours  c) Improve provision of handrails internally and externally  c) Seek advice from the East Sussex Guidance or Sensory Needs Service.	From March 2007  Included in routine maintenance plans and site inspections  Programme of improved handrail provision completed with help of ESCC in 2007/08	Director of Finance and resources  Site Manager	Visually impaired people feel safe in the grounds.  Access around the site easier for all.
	3. Repaint classrooms in colours with suitable contrasting woodwork	a) Seek advice from the East Sussex Guidance or Sensory Needs Service. Get advice on appropriate colours.	Ongoing April	Director of Finance and Resources  Site Manager	Colour schemes that support teaching, learning and behaviour. Classes accessible for visually impaired pupils.
	4. Ensure that all disabled pupils can be safely evacuated	a) Put in place Personal Emergency Evacuation Plans for all children at risk  (Three students, two who can get out of wheelchairs and one who cannot) A TA/Adult will be nearby the student who cannot leave the wheelchair should an evacuation be necessary.	Ongoing-part of individual student needs risk assessments	Director of Finance and Resources  SENCO	All disabled children and staff working with them are safe and confident in event of fire.

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Medium term	1. Install a disabled person's parking bay with access to reception	a) Allocate a space  b) Install a dropped kerb to enable access to the reception from car park	Completed July 2007	County Project Manager  Director of Finance and Resources	Accessible parking bay for disabled staff/visitors.  Easy access from car park to reception for wheelchair users/people with pushchairs etc.
	2. Improve access to the reception area	a) Ensure new build projects take account of improved access and signage requirements	Completed July 2007	County Project Manager  Director of Finance and Resources	Disabled parents/carers feel more welcomed.
	3. Improve acoustics in the hall	a) Seek advice from the Sensory Needs Service	Completed September 2007	Director of Finance and Resources	Hearing impaired children and adults better able to access activities in Hall.
Long term	1. Ensure all fire escape routes are suitable for all	a) Request advice from County Fire Officer on accessibility of exit routes and fire doors  b) Install ramps to make level egress on all fire exits  c) Alter the fire doors to make them accessible to disabled people	Visit by Alan Cager April 2009/2012/2014  Ongoing as part of replacement programmes  As above	Director of Finance and Resources  School/LA  School/LA	All disabled staff, pupils and visitors able to have safe independent egress in emergency situations.  "  "
	2. Disabled access to the playground and Sports field	a) Research different access options to allow the physically impaired to use the facilities on the lower playground and Sports field.	This has been researched but is currently cost prohibitive due to the change in levels between school and playing fields	Director of Finance and Resources  Site Manager	Physically impaired people to have access to the physical education curriculum.

## Chailey School Accessibility Plan

### Improving Access to the Curriculum

	<b>Targets</b>	<b>Actions</b>	<b>Timescale</b>	<b>Responsibility</b>	<b>Success Criteria</b>
Short Term	1. To ensure key staff have training on specific disability issues	a) Ensure CPD programme includes training on specific disability issues needs	On-going	CPD co-ordinator	Improved teaching and learning opportunities for all disabled students
	2. Ensure all staff are aware of disabled students' needs	a) Ensure ECM form is completed and circulated to all staff including first aiders and office support staff	Immediately	SENCO Business Manager	Whole staff awareness of needs of disabled students
Medium term	2. Improve visual learning opportunities for disabled students	a) Use of appropriate hardware and software b) Access to appropriate software across school	From September 2010	SENCO Special Educational Needs and Disability administrator	Improved teaching and learning opportunities for all disabled students
	3. All curriculum areas to be aware of disability issues	a) Specific reference to disability equality in department handbooks and department reviews	On-going	Faculty Leaders	Improved curriculum access for all disabled students
Long Term	1. Ensure all staff, especially new staff have awareness of disability equality	a) INSET for all staff on disability equality	On-going	CPD Co-ordinator	Whole staff awareness of disability issues and improved teaching and learning opportunities for all students

## Chailey School Accessibility Plan

### Improving Access to Information

	<b>Targets</b>	<b>Actions</b>	<b>Timescale</b>	<b>Responsibility</b>	<b>Success Criteria</b>
Short term	1. To ensure that prospective parents/carers develop positive relationships with school staff	<p>a) Invitation to KS2 – 3 transition group for vulnerable students</p> <p>b) To issue specific invitations to parents/carers when the need arises in order to foster positive relationships</p> <p>c) To respond promptly and within 24 hours if possible to any parental concern</p>	<p>May each year</p> <p>On-going</p> <p>On-going</p>	<p>SENCO</p> <p>Key Stage Directors</p> <p>All staff</p>	<p>Parents of disabled students feel that school promotes equality of opportunity</p> <p>Attendance increased at parent consultation evenings</p> <p>Parents report that their concerns are listened to</p>
	2. Review information to parents/carers to ensure it is accessible	a) Ensure that letters and all information sent home are clear and accessible	On-going	SLT and Key Stage Directors	All parents receive information in format they can access
	3. Develop school website and brochure to improve access to information	a) ensure that website and brochure are visual and accessible to all parents/carers	From September 2014	Head Teacher	Parents/carers and wider community aware of school's positive attitude towards disabled students