



Kirkstall St Stephen's

Accessibility Plan

May 2016

This school is committed to safeguarding and the wellbeing of all children, and expects our staff and volunteers to share this commitment.

Access Ratings

To assess a particular access feature, a prioritised access rating between A and D was given. Each access rating is explained below:

- **Access Rating A** – Physical building feature that makes it impossible or unreasonably difficult for a disabled people to use a facility or service. Item needs removal, alteration, avoidance or provision of the service by alternative means. This work is required as a priority.
- **Access Rating B** - Physical building feature that should be improved in order to make it easier for a person with a disability to use a facility or service. Works to be carried out in the ‘spirit’ of current legislation and should be prioritised according to need and current situation.
- **Access Rating C** - Item should be incorporated into ongoing building maintenance/refurbishment plans to improve/upgrade access in order to meet the requirements of current legislation.
- **Access Rating D** - Building management/operation issue. Change policies/practices or procedures as soon as it practicable. It is reasonable to expect this to be carried out in order to meet the requirements of current legislation.

*Kirkstall St Stephen's***Action Plan
Focus: Access – Curriculum**

Item	Recommendations	Access Rating	Time	Cost	School LEA	Comments
Training	Provide appropriate staff training to enable them to teach and support disabled pupils	A	When necessary	Evaluate at time	School	
ICT	Ensure appropriate ICT equipment is available to support the needs of disabled pupils	C	Ongoing	Evaluate at time	School	Incorporated into ICT & SEN co-ordinator's annual budget if required
Learning and Extra Curricular Activities	Ensure disabled pupils can participate in activities, giving appropriate consideration to their needs, providing alternative ways of accessing experiences if necessary	A	When necessary	Evaluate at time	School	
Classroom Organisation	Classrooms will be organised appropriately to accommodate the needs of disabled pupils. Year 3 classroom size Year 2 improving toilet facilities	C	When necessary	Evaluate at time	School	Approach Diocese and / or LEA for funding if required

Evaluation

*Kirkstall St Stephen's***Action Plan
Focus : Access – Physical Environment**

Area	Recommendations	Asset Plan Ref	Priority	Time	Cost	Responsible	Comments
Approach to School	<ul style="list-style-type: none"> Improve signage and encourage pedestrians to use the path instead of car park. 		A	Nov 15	£125	School	Planned for June 2016
External Ramps and Steps	<ul style="list-style-type: none"> Steps to 2 playgrounds make wheelchair access impossible in one yard and only possible with adult help in another yard. However, in the event of a pupil requiring wheelchair access we would look at organisational procedures to support the child. The cost of installing ramps or lifts would be very expensive and they would take up playground space which is already inadequate. 		C	Apply procedures when required	0	School	On-going
Entrance/Reception	<ul style="list-style-type: none"> Keep windows free of obstacles Keep entrance clear of objects and keep a space clear for wheelchair or pushchair access 		C D	Ongoing Ongoing	0	School School	
Corridors	<ul style="list-style-type: none"> Ensure Fire Exit signs required in main corridor Ensure all signs contrast with walls / consider use of pictorial images on signs as well as words Ensure corridor / fire routes are kept free 		D	Ongoing	0	School	
Doors	<ul style="list-style-type: none"> Both double doors into hall need opening for wheelchair access. 		D	Ongoing	0	School	
Signs & Information	<ul style="list-style-type: none"> Ensure signage is kept up to required standard 		D	Ongoing	0	School	

Means of Escape	<ul style="list-style-type: none"> Personal Emergency Egress Plans will be formulated where necessary and appropriate support provided for any individuals deemed at risk 		D	When necessary	0	School	
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Evaluation

	<ul style="list-style-type: none"> Ensure consideration is given to the disabled when redecorating or refurbishing the building 		D	Ongoing		School	
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Kirkstall St Stephen's

Action Plan Focus : Access – Alternative Formats

Item	Recommendations	Priority	Time	Cost	School LEA	Comments
Information	Information such as school newsletters will be produced in alternative formats if requested. This will be communicated to parents via notices, the prospectus and on newsletters	A	February 2013	Evaluated at time	School	A large print copy is made available to a parent that is partially sighted On-going
Teaching Materials	Teaching materials will be presented in ways which are accessible to children with disabilities e.g. large print Hearing loop purchased for reception child with reduced hearing	A	When necessary	Evaluated at time	School	On-going
Training	Provide training for staff in the use of technology to assist disabled people. Hearing loop and speech techniques for reception classroom staff. This is to be filtered through school as child moves through the year groups.	A	When necessary	Evaluated at time	School	On-going

Evaluation
