



Woodcote House School

ACCESSIBILITY PLAN

FOR THE PERIOD 1 JANUARY 2016 TO 31 DECEMBER 2018

LAST REVIEWED JANUARY 2018 BY R L'OSTE-BROWN (BURSAR)

DISABILITY DISCRIMINATION ACT 1995 (as amended by the Special Educational Needs and Disability Act 2001)

This plan has been produced after reviewing existing arrangements for improving accessibility within the School and carrying out an audit of the School for accessibility. The audit was carried out in January 2016 and the plan covers the three-year period from then.

The plan is divided into the following three areas:

1. Physical Access (improving the physical environment to increase the extent to which disabled pupils can take advantage of education and associated services offered by the School).
2. Curriculum (increasing the extent to which disabled pupils can participate in the School curriculum and extra-curricular activities)
3. Written Information (improving the delivery to disabled pupils of written information which is provided to pupils who are not disabled)

The implementation of this plan needs to be monitored and the access needs of the School must be kept under review. Wherever possible the school will consult with current, and future parents and carer, in developing this plan.

The plan is available in alternative formats upon request.

Area

PHYSICAL ACCESS

(to improve the physical environment to increase the extent to which disabled pupils can take advantage of education and associated services)

| | Present Position | Objectives | Action Required | Resources Available | Possible Timescale | Goals Achieved |
|-------------------|--|--|---|----------------------------|---------------------------|--|
| Short Term | The majority of buildings at ground floor level are accessible and require only relatively minor adjustments to permit wheelchair access. However, wheelchair access to rooms above ground floor level is not possible anywhere on site due to the configuration of the buildings and the high cost of providing such access | To carry out an audit to determine whether reasonable alterations can be made to improve access for wheelchair users and less mobile people to key areas of the School | Physical Access Audit to be undertaken and costings established for any future works required | Not required | Done | Audit carried out in January 2016 and short, medium and long-term objectives established |
| | The School Shop is difficult to access with a wheelchair due to the raised threshold | To permit access on certain occasions but not on a permanent basis | Provision of a portable ramp to the shop entrance | Not required | Done | Completed |
| | Old (now demolished gym) did not allow wheelchair access. | Ensure the new theatre allows good wheelchair access to both theatre and games room | Ensure this requirement is met before acceptance of the new building | Allocated | Completed Feb 16 | Completed |

| | Present Position | Objectives | Action Required | Resources Available | Possible Timescale | Goals Achieved |
|--------------------|---|--|--|--|---------------------------|-----------------------|
| Medium Term | There are a number of buildings in the school at ground floor level to which wheelchair access could be made easier | To consider provision of either small concrete fillets or ramps to the areas in question | The areas are: 1. Games Room – need small ramp to rear door and larger ramp to games room 2. New Classrooms & Dome – small ramp required | Access will be available via new theatre | Completed Feb 16 | Completed |
| | The School may not always be aware of any special requirements of visitors to the School. | To update all our forms relating to Recruitment, Open Day invitations etc. | To update all such forms so that the School can consider in advance any actions which might make access more convenient where necessary | Allocated | Done | Completed |
| | No information is requested on forms relating to Admissions, Registration and Acceptance of Offer | To update all forms so that the School is aware in advance of any health or disability matters | To update all such forms so that the School can consider in advance any actions which might make access more convenient where necessary | In-house | Aug 18 | |
| | Only one disabled toilet available in Main | To update all forms so that the School is aware in advance of any health or disability matters | Update all forms | In-house | Aug 18 | |
| | | | Modify ladies toilet opposite kitchen. | Funding to be provided | On going | |

| | | | | | | |
|----------------------------------|---|---|---|-----------------|----------------------|--|
| <p>Medium Term Cont'd</p> | <p>Building and this is for males only</p> <p>Insufficient disabled visitor parking</p> | <p>To make a female disabled toilet available in the main building At ground level</p> <p>To make at least one disabled car parking space available</p> | <p>Probably too small as is for wheelchair access – expensive extension would be required</p> <p>To set aside a designated space on the tarmac area in the main carpark as close as possible to school buildings but away from boy's walkways, etc.</p> | <p>In-house</p> | <p>In due course</p> | |
|----------------------------------|---|---|---|-----------------|----------------------|--|

| | Present Position | Objectives | Action Required | Resources Available | Timescale | Goals Achieved |
|--|-------------------------|-------------------|------------------------|----------------------------|------------------|-----------------------|
| | | | | | | |

| | | | | | | |
|------------------|--|---|--|---|---------------------|--|
| Long Term | There are no automated stair climbers or lifts anywhere on the site to allow access for disabled pupils or visitors above ground floor level | To consider disabled accessibility in all planning of new buildings | To ensure that all future planning issues concerning buildings incorporate ideas and discussion to make access easier for disabled or less mobile pupils and visitors | To be included in estimates for new buildings | On going | |
| | SEND requirements considered mainly for new buildings | To ensure that SEND is given a higher profile within the school | SEND will be considered in future school and curriculum development meetings | None required | On going | |
| | Entry to the swimming pool would be difficult for physically disabled pupils or visitors. | To reduce the size of steps to more manageable tread heights or install a ramp. | Several additional steps to be built. Alternatively, a separate concrete ramp running up from the side. Under review – plans being developed to remodel and update swimming pool | In-house | In due course | |
| | No disabled facilities in swimming pool | To allow disabled students use of pool | Install specialised equipment | Funding required | In due course | |
| | No easy access to Chapel for physically disabled pupils or staff. | To consider further whether it would be reasonable to build a | Any ramp would require a platform area and a ramp at right | To be kept under review | Review again Jan 19 | |

| | | | | | | |
|--------------------------------|--|---|--|--|--|--|
| <p>Long Term Cont'd</p> | | <p>wooden or concrete ramp to allow easier access</p> | <p>angles. On hold due to aesthetic considerations. It is possible for two strong people to get a wheelchair up the stairs for the odd occasion it is required. Reviewed Jan 17 – no obviously cost effective and aesthetically acceptable solution identified. If wheelchair access is required grounds staff will be detailed to assist</p> | | | |
|--------------------------------|--|---|--|--|--|--|

Area
CURRICULUM

(to increase the extent to which disabled pupils can participate in the School curriculum and extra-curricular activities)

| | Present Position | Objectives | Action Required | Resources Available | Timescale | Goals Achieved |
|-------------------|---|---|--|--|------------------|--|
| Short Term | To consider any adjustments that could be made to the curriculum for pupils with special needs and disabilities. This applies to all short, medium and long term objectives | To make sure that schemes of work in all subject areas are accessible to pupils with differing special needs and disabilities | Review of schemes of work in relation to different special needs and disabilities. Look for ways to overcome any difficulties that might arise. Investigate specific health and safety or supervision issues | Extra materials, resources etc. INSET Information on pupils' needs from assessment day | On going | |
| | | To improve the quantity and quality of information we have about pupils' individual learning needs and disabilities | Work with Registrar on improving the pre-entry information process and communication of this to others | New Entrance papers | On going | Staff are made aware of any pupils' special needs on entry |

| | Present Position | Objectives | Action Required | Resources Available | Timescale | Goals Achieved |
|--------------------------|---|--|--|--|--------------------------|--------------------------|
| Short Term Cont'd | Schemes of work do not necessarily consider disability issues | To make sure that schemes of work in all subject areas are able to be delivered by staff with awareness of the need to allow for any disability issues | Review of schemes of work in relation to different disabilities. Look for ways to overcome any difficulties that might arise. Investigate specific health and safety or supervision issues | Extra materials | On going | |
| | Standard ICT facilities provided | To provide accessible ICT to pupils with differing special needs and disabilities | Review ICT software needs in the light of any new pupils with SEN or specific disabilities | IT and Training Budget | On going | |
| | The School provides a number of extra-curricular activities | To ensure we provide a large range of extra-curricular activities for pupils with differing special needs and disabilities | Constant review of current arrangements in place to ensure opportunities available to disabled pupils Tutors to be involved in monitoring pupils' participation | Activities available each term and shown in Activities Timetable All teachers to contribute | On going In place | On going On going |

| | Present Position | Objectives | Action Required | Resources Available | Timescale | Goals Achieved |
|--------------------|--|--|--|----------------------------|------------------|-----------------------|
| Medium Term | Teaching staff are encouraged to attend courses/seminars to help them in their delivery of the curriculum. | To provide training for teachers on delivering the curriculum in different formats, in order to increase access to the curriculum | Identify any teachers who would benefit from such training and arrange its provision | INSET and Training budgets | On going | |
| Long Term | Pastoral and Teaching staff monitor possible curriculum problems and continue to investigate how particular subjects can be made more accessible to pupils with disabilities | To monitor and anticipate problems likely to be faced by disabled pupils in general, ensuring the diversity of pupils' needs are addressed | Review provision in all areas of the curriculum | None required | On going | |
| | | | | | | |
| | | | | | | |

Area

WRITTEN INFORMATION

(To ensure existing educational materials are accessible to pupils who are disabled)

| | Present Position | Objectives | Action Required | Resources Available | Timescale | Goals Achieved |
|--------------------|---|--|--|----------------------------|------------------|-----------------------|
| Short Term | Written material is provided on an ad hoc basis in alternative format if required, but not within a structured format | To consider the availability of written material in alternative formats, in order to improve the delivery of information to disabled pupils, parents and staff | Investigate services available to convert written information into alternative formats e.g. Braille/large font according to individual needs | Funding required | On going | On going |
| Medium Term | Some information for both pupils and parents is available on the School website | Improve communication with existing and potential disabled pupils and their parents | Review School website and intranet to ensure clear, simple and easy to use | Funding required | Sept 16 | Completed |
| Long Term | | | | | | |