

# Dartmoor Primary Federation Accessibility Plan 2019 – 2022

Within the Dartmoor Primary Federation, we value each person equally and seek to cultivate respect for one another. Everyone should be given opportunities to succeed and we believe it is a fundamental right that each person be given support to reach their potential. Diversity, disability and difference should be understood and valued by students, parents/carers and staff.

## Disability

A person is disabled “if they have a physical or mental impairment which has a substantial and long-term adverse effect on their ability to carry out normal day-to-day activities”. This includes physical disabilities, sensory impairments, learning disabilities and some specified medical conditions: HIV, multiple sclerosis and cancer are all considered disabilities, regardless of their effect.

*It is important to note that because a pupil has a disability this does not necessarily mean that he/she has special educational needs.*

## The Aim of the Accessibility Plan

This Accessibility Plan is drawn up in compliance with current legislation and requirements as specified in Schedule 10, relating to Disability, of the Equality Act 2010. School Governors are accountable for ensuring the implementation, review and reporting of progress of the Accessibility Plan over a prescribed period.

Dartmoor Primary Federation will seek to anticipate need and respond accordingly, where practicable and when considered a reasonable adjustment.

The Accessibility Plan covers three main strands:

- **Increasing the extent to which disabled pupils can participate in the schools' curriculums.**

This strand seeks to improve access to a full, broad and balanced curriculum. It covers a range of elements including ensuring that teaching and learning is accessible through school and curriculum organisation and support, especially deployment of staff, timetabling, curriculum options and staff information and training.

Schools will be expected to plan to improve progressive access to the curriculum for all disabled pupils although many adjustments to access will be dependent on individual needs and may be provided through the SEN framework. The accessibility strategies and plans will help to ensure that schools are planning and preparing to respond to the particular needs of pupils.

- **Improving the physical environment of school for the purpose of increasing the extent to which disabled pupils are able to take advantage of education and associated services.**

This strand covers aids to improve the physical environment of the school and physical aids to access education. The physical environment includes things such as steps, stairways, kerbs, exterior surfaces and paving, parking areas, building entrances and exits (including emergency escape routes), internal and external doors, gates, toilets and washing facilities, lighting, ventilation, lifts, floor coverings, signs and furniture. Aids to physical access include ramps, handrails, lifts, widened doorways, electromagnetic doors, adapted toilets and washing facilities, adjustable lighting, blinds, induction loops and way-finding systems.

- **Improving the delivery of information to pupils with disabilities.**

This part of the duty covers planning to make information normally provided by the school in writing to its pupils – such as handouts, timetables, textbooks, information about school events – available to disabled pupils. This will include alternative formats such as Braille, audio tape and large print and also the provision of information orally, through lip speaking or sign language, through a recognised symbol system or ICT. The information should take account of the pupils' disabilities and views expressed by pupils and their parents about their preferred means of communication. The school should consider how all information normally provided in a written format including worksheets, timetables, school examination papers, newsletters, information about school events, trips and extra-curricular provision could be made accessible to all those with a disability.

<b>STRAND A: Increasing Access to the Curriculum</b>				
<b>Target</b>	<b>Action</b>	<b>Resources/cost</b>	<b>Person(s) responsible/time frame</b>	<b>Outcome</b>
Develop staff knowledge of learning /physical disabilities and the Graduated Response used to support pupils.	Provide information on types of SEN to all staff which is linked to the descriptors in Devon's Graduated Response Tool. SDW to create a booklet that includes said information.	Cost of printing.	SDW – spring 2019.	Heads of School have distributed the SEN Booklet 2019 through staff meetings in spring term.
Ensure staff awareness of students' needs.	Ensure SEN registers are kept updated and that staff are aware of the types of need within the school.	N/A	SDW/Heads of School. Termly/half-termly – ongoing.	SDW updates the SEN register for each school on a termly basis. This is shared with staff through Heads of School and the information is updated on SIMs.
Ensure staff awareness of students' needs and embed target setting/reviews for students with SEN in line with the Plan, Do, Assess and Review cycle as stipulated in the SEN Code of Practice.	Each SEND pupil has a SEN Support Plan which is reviewed either termly or half termly, dependent upon level of need, in SEN review meetings. These meetings can include external agencies such as members of the Communication and Interaction Team or the Educational Psychologist.	N/A (cover for teachers/Heads of School to attend meetings - usually covered by in-house capacity).	SDW/Heads of School/class teachers. Termly/half-termly – ongoing.	Parents/carers, teachers and the SENCo are involved in reviewing the plans. Dates are set in termly planning meetings between the SENCo and Heads of School, and these are shared with staff in order that they can prepare. The SEN Support Plans are passed on to the pupils' choice of secondary education as part of the transition process. This ensures that secondary colleagues have relevant information regarding students' needs.
Ensure staff awareness of students' needs.	All documents relating to SEND pupils are kept electronically on SIMS.	Twilight training session on SIMs for all staff.	SDW/NM (Procurement and GDPR) - summer term.	SDW/NM to deliver training to all primary school staff on how to use SIMs to access students' documentation. Adding all documents received/generated about SEN students to SIMs ensures that documents move swiftly upon transition and that the schools are also GDPR compliant.
For staff to develop their ability	Staff skill audit to determine	Questionnaire to all staff.	SDW – autumn term –	Staff questionnaires enabled the

<p>to differentiate the curriculum for students with SEND.</p>	<p>training needs.</p> <p>Performance management process.</p>	<p>Cover where required.</p>	<p>completed. To be repeated in autumn 2019.</p> <p>Heads of School/SDW - ongoing.</p>	<p>Federation to identify gaps in knowledge and acknowledge training requests.</p> <p>Performance management conversations are opportunities to provide Continuing Professional Development for developing staff members' ability to differentiate.</p>
<p>For staff to develop their ability to differentiate the curriculum for students with SEND.</p>	<p>Identify gaps in knowledge/training requests and provide training/advice where necessary.</p> <p>Use external advice/training advisors.</p> <p>Attending relevant training courses.</p> <p>Staff to access EduCare for online training modules.</p>	<p>Ongoing due to staff turnover and changes in SEND cohort.</p>	<p>SDW/Heads of School – ongoing.</p>	<p>Clusters of expertise to be developed within the Federation. The intent is to create a hub of expertise in each school for a particular need (autism, dyslexia, etc.) through lead practitioners, who can then disseminate their expertise across the Federation.</p> <p>For example, following recognition that children with Speech, Language and Communication Needs were under-identified as a cohort, SDW and a lead practitioner attended Devon's Enhanced Language Programme. The Federation then bought in to Speech Link in order to help identify and support students with SLCN in a systematic and coherent manner. Once good practice is established within the lead school during the summer 2019 term, it will be extended to other schools within the Federation in the academic year 2019-2020.</p>
<p>School staff and Governing body to have a knowledge and understanding of changes to SEN funding and legislation.</p>	<p>Twilight training session for staff relating to SEN context.</p>	<p>Use of space within Okehampton College/directed time.</p>	<p>SDW/PW (Executive Head of Federation Primary Schools).</p>	<p>Scheduled for June 2019.</p>

	SENCo to attend Governor's meetings and meet regularly with SEN Governor.	N/A	SDW/SEN Governor.	SDW attends half-termly School Improvement Governors' meeting.  SDW/SEN Governor meet termly to discuss SEND matters within the Federation Primary School.
Ensuring that disabled students have equal access to extra-curricular/school trips.	Enhanced risk assessments in place for students at risk when planning off-site trips.	N/A	Head of School/SDW.	Enhanced risk assessments in place for students deemed at risk/a risk. All students have participated in off-site activities.

<b>STRAND B: Improving the Physical Environment of the Schools</b>				
<b>Target</b>	<b>Actions</b>	<b>Resources/cost</b>	<b>Person(s) responsible/timeframe</b>	<b>Outcome</b>
To ensure that accessibility has been thoroughly considered across the Federation sites.	Review each site within the Federation using Devon's Accessibility Tool for Educational Settings.	N/A	JW/SDW	JW/SDW to complete audit of school settings on 24.06.19. Findings will feed into Accessibility Plan review due in September 2019 academic year.
To ensure that students with medical needs are well supported within the Federation.	Supporting Children with Medical Needs Policy reviewed annually.	N/A	SDW/Heads of School/Executive Head/Governors - ongoing.	Due for review September 2019.
	Liaise with the school nurse to ensure that Health Care Plans for children with medical needs are written and reviewed annually as required.	N/A	SDW/Heads of School/School Nurse – ongoing.	Health Care Plans currently under review – ongoing.
		Directed time	School Nurse/SDW	School Nurse signposted staff to online training for EpiPens/allergies/asthma. SDW disseminated links to Heads of School.
	Staff training available for adults working with children with medical needs, i.e. allergies (using epi pens); epilepsy, etc.	N/A	Heads of School	Trained first aid staff in each school.
	First aid training	N/A	Heads of School	Staff are aware of student allergies including cover staff.

	<p>Clear signposting within school regarding students with allergies and how to support them.</p> <p>Medication to be sent home at the end of every school term (to be checked by parents if it is still up to date).</p>			
<p>Ensure the safety of disabled pupils in emergency situations.</p>	<p>Review procedures for ensuring the safety of disabled students during emergency evacuations in the case of fire or emergency lockdowns. To be documented in Personal Emergency Evacuation Plans (PEEPs) following the Fire Evacuation Plan for the site.</p> <p>PEEPs should be reviewed annually or when there is a new intake (lateral transfer) and stored on SIMs and in file in reception.</p>	N/A	JW/Heads of School	<p>PEEPs are in place for disabled students. Due to be reviewed in September 2019.</p>

<b>STRAND C: Improving the Delivery of Information to Disabled Pupils</b>				
<b>Target</b>	<b>Actions</b>	<b>Resources/cost</b>	<b>Person(s) responsible/time frame</b>	<b>Outcome</b>
To engage with parents to identify accessibility needs.	Utilise parents' forums to discuss access to information.	N/A	Heads of School	Ongoing.
Improve communications for parents of children with SEND.	SEN Support Plan Meetings/Annual Reviews of Education, Health, Care Plans/Team Around the Family meetings.	N/A	SDW/Heads of School – ongoing.	Increased access to information for parents that engage with Parents' Forums.
	Publish SEN Information Reports on schools' websites with links to the Local Offer/DIAS.		SDW/School Administrators – completed.	Completed – reviewed annually. Increased access to information for parents.
To establish and strengthen connections between other SENCOs, external services, nursery schools, secondary provision and alternative provision.	SENCO to attend SENCO network meetings.	N/A	SDW	Ongoing – termly meetings between SENCOs within multi-academy primary schools.
	SENCO to liaise with external services.		SDW	Ongoing – regular referrals made to external services. Parents have access to specialist advice.
	SENCO to liaise with other educational settings.		SDW	Ongoing – links established between Federation Primary schools and other settings in order to improve transition.