

**Westover Green Community Primary School**  
**Accessibility Plan**  
**2017 - 2020**

<b>Target</b>	<b>Action to be taken</b>	<b>Outcomes</b>	<b>Monitoring</b>	<b>Timeframe</b>	<b>Responsible personnel</b>	<b>Review</b>
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<b>Improving Physical Access</b>						
To maintain recognised disabled parking facilities	Disabled parking bays are clearly marked, maintained and accessible at all times.	Parking is available for disabled parents, visitors and those with disabled badges.	Parking spaces to be monitored.	Immediately	Caretaker Premises Officer	
To ensure fire evacuation plan is comprehensive in view of new build (Autism & Communication Base) and exit routes are accessible for wheelchairs.	Fire warden to review exit routes every half term. Personal Evacuation Plans (PEPs) to be put in place if required. All staff are trained in prevention of fire and response to finding a fire. Teaching staff are trained in the use of fire extinguishers.	Staff are fire trained. Staff are aware of PEPS and know what action to take in the event of fire.	Fire Warden and SMT. Fire Warden to observe during fire drills.	Summer Term 2017 onwards	Premises Officer Fire Warden SMT	
To improve access and communication for those with hearing impairments.	An induction loop and signage to be installed in the hall and reception areas.	Induction loop is installed and in use enabling clarity of sound for hearing aid users.	SENCo	December 2017	Premises Officer	

To improve access to the school for those with impaired vision.	Braille signs are in place outside every classroom.	Visually impaired pupils, staff, parents or visitors are able to identify rooms.	SENCo	December 2017	Premises Officer	
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<b>Improving Curriculum Access</b>						
To improve access to the curriculum for children with a hearing impairment.	Training to be provided for relevant members of staff in supporting children with a hearing impairment.	Teacher or TAs working with hearing impaired children are trained.	SENCo to monitor as part of individual child's annual review process.	On-going	SENCo	
To improve support for pupils with dyslexia, dyspraxia or visual problems.	Dyslexia friendly staff training. Pastel coloured paper to be used for pupils with dyslexia. School to provide pencil grips, writing slopes and reading rulers where required. Renewal of Dyslexia Friendly status.	Access and outcomes children with a specific learning difficulty are improved.	PPMs Feedback and analysis of data.	On-going  July 2019	SENCo Teaching staff	
To improve the access to the curriculum for children with physical disabilities.	Develop staff skills in using technology to assist in accessing the curriculum, e.g., iPads, eye-gaze technology, etc.	Appropriate technology is used by physically impaired children. Staff working with physically impaired children have	SENCo	Summer Term 2017 onwards	SENCo	

		attended relevant training and are confident in the use of technology.				
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<b>Improving the Delivery of Information</b>						
To improve the availability of written material in different formats.	School will make itself aware of the services available for converting written information into alternative formats. Prospectuses, newsletters, etc. will be offered in other community languages if required.	When requested, written information will be provided in more accessible formats. EAL parents will be able to access written information more easily.	SMT	On-going	Office Staff EAL Team SENCo	