

Hilltop Infant School Accessibility Action Plan 2017 →

Definition: A person has a disability if he or she has a physical or mental impairment that has a substantial and long term adverse effect on his or her ability to carry out normal day-to-day activities.

	Targets	Strategies	Outcome	Timeframe	Goals achieved
Short term	Availability of written materials in alternative formats and in languages other than English where appropriate.	Information/services available through LA for converting written information into alternative formats to be obtained should the need arise.	School will be able to provide written information in alternative formats if necessary.	Spring Term 2017→	
	To ensure that the impact of all school policies and procedures is assessed.	Governors to consider creating a set of questions that will enable the impact of school policies and procedures to be assessed	All school policies are explicitly inclusive and show awareness of the needs of disabled people	Spring Term 2017→	
	To continue declaring the school as an equal opportunities employer in all advertisements and to ensure that all recruitment processes are inclusive.	Resources committee and interview working parties to seek advice from HR where necessary and to consider equal opportunities in all processes	All future appointments to be made with equal opportunities, including disability equality, in mind	Spring Term 2017→	
	To ensure that disabled bays in the school car park are available for those who need them	Two bays suitably located within the school car park	Bays always available when needed	Spring Term 2017→	
	To ensure that all school	All members at meetings	Those with hearing	Spring Term 2017→	

	meetings are accessible to those with hearing difficulties	to speak clearly whenever possible Those chairing meetings to ensure that questions are addressed separately to anyone with a hearing impairment	impairments who are present at meetings are able to access information and follow proceedings		
	All staff to be informed about the needs of pupils joining the school during the academic year, in September 2017 and beyond. This to happen prior to entry wherever possible	Staff meetings to be held. Specialist staff to be invited into school as appropriate. Transition meetings to be held with all relevant parties	All pupils to be fully supported by all school staff. Staff to be aware of any specific needs	Spring Term 2017→	
	Information about all children with disabilities to be kept in individual classrooms and made available to all staff including supply teachers	SEN folders to be kept on display in classes and to be updated termly and when information about disability changes (SENCO to be responsible)	All staff to be fully aware about children's disabilities and how they need to be managed.	Spring Term 2017→	
	All letters to parents and carers about school productions, meetings and other events to ask for information about any special needs regarding accessibility	Letters to include a question as standard	All parents and carers at meetings to have their access needs fully met	Spring Term 2017→	
Medium Term	To consider creating a Wildlife Area that is fully accessible Priorities: <ul style="list-style-type: none"> • The whole area to be wheelchair 			Autumn 2017	

	<p>accessible</p> <ul style="list-style-type: none"> Multi-sensory opportunities to be created 				
As needed	To improve the provision of staff at after-school clubs to support children with Education Health and Care Plans	To consider ways in which we can provide funding to support these needs.	Additional funding arranged to employ suitably qualified, 1-1 support, where necessary, at school clubs.	As required	
	To consider the provision of suitably adapted vehicles providing transport for school trips so that support is available for any child who needs it	To investigate companies providing such vehicles To investigate possible funding sources	All vehicles used will be able to transport all those who are involved in the trip	As required	
Ongoing items from previous plans that have now been addressed but are continually reviewed					
	To review the accessibility of our school website, blogs and e-mails for those with visual impairments and to make improvements where necessary	To seek advice from RNIB (visual impairments)	A website which meets the needs of those with visual impairments	Summer 2013	Contrast, standard readable font. Images with alternate text are all considered. Website can be translated into 50+languages Empty links are removed.