



CONTENTS	Page
1.0 INTRODUCTION.....	1
2.0 VISION STATEMENT.....	1
3.0 DEFINITION .....	1
4.0 DEVELOPMENT & REVIEW .....	2

## 1.0 INTRODUCTION

---

It is a requirement under the Equality Act 2010 for schools to have an accessibility plan.

**Implementation:** It is the responsibility of line managers to ensure that staff members are aware of and understand this policy and any subsequent revisions.

**Compliance:** This policy complies with all relevant regulations and other legislation as detailed in the Compliance with Regulations & Legislation Statement.

## 2.0 VISION STATEMENT

---

Each child who joins our school community will be welcomed and valued regardless of sex, race, belief, physical disability or learning difficulty. This accessibility plan focuses on a wide range of disability associated with pupils with Autism Spectrum Disorder and co-morbid conditions. At Hillingdon Manor School, pupil achievement is celebrated in a pupil-centred teaching and learning environment and excellent achievement at school enables pupils to be as independent as possible so that they make the most of opportunities when they leave school.

The purpose of the accessibility plan is to ensure that all pupils have access to education in the three areas required by the planning duties in the Equality Act 2010.

1. Increasing the extent to which pupils with disabilities can participate in the school curriculum;
2. Improving the environment of the school to increase the extent to which pupils with disabilities can take advantage of education and associated services;
3. Improving information delivery to pupils with disabilities.

Outcomes First Group also recognises its responsibilities towards employees with disabilities, and will:

- Monitor recruitment procedures to ensure that persons with disabilities are provided with equal opportunities.
- Ensure that employees with disabilities are supported with special provision as appropriate to ensure that they can carry out their work effectively without barriers.
- Undertake reasonable adjustments to enable staff to access the workplace

## 3.0 DEFINITION

---

You're disabled under the Equality Act 2010 if you have a physical or mental impairment that has a 'substantial' and 'long-term' negative effect on your ability to do normal daily activities.



#### **4.0 DEVELOPMENT & REVIEW**

---

The accessibility plan is guided by the principles and procedures in the school's Single Equality Policy.

The plan will be on the school website and reviewed annually by the Senior Management Team to ensure it is effective.



## Section 2: Aims and objectives

Our aims are to:

- Increase access to the curriculum for pupils with a disability
- Improve and maintain access to the physical environment
- Improve the delivery of written information to pupils

<b>Aim</b>	<b>Current good practice</b> <i>Include established practice and practice under development</i>	<b>Objectives</b> <i>State short, medium and long-term objectives</i>	<b>Actions to be taken</b>	<b>Person responsible</b>	<b>Date to complete actions by</b>
Increase access to the curriculum for pupils with a disability	Curriculum is subject to ongoing review to ensure it meets the needs of all pupils	The school's curriculum is currently under review to ensure that pupils with more complex communication needs are accessing learning to the best of their ability. As defined in the School Development Plan.	The school is introducing the SCERTS approach across the Key Stages, where appropriate.	Head teachers, SCERTS working party, class teachers.	January 2018



## ACCESSIBILITY PLAN & POLICY

### POLICY FOLDER: OPTIONS AUTISM & LD – HILLINGDON MANOR SCHOOL

<p>Improve and maintain access to the physical environment</p>	<p>New entrance at the front of the secondary school building to increase security measures and aid transitions in and out of the building.</p> <p>Split entrance and exit system at the secondary site for morning drop off and afternoon collection, to aid smooth transition and increase security measures for signing pupils in and out of the building.</p> <p>Primary site opened 2011, traffic management plan implemented in 2016 to ensure safe transportation of pupils to and from the school site.</p>	<p>Update traffic management plan for the primary site, in conjunction with the secondary school to decrease the volume of transport vehicles at each site at any given time. Including access plan for emergency services.</p>	<p>Adjusted timetable for secondary site to incorporate a soft start to the day, which will accommodate the traffic management plan.</p>	<p>SMT and designated car park attendants.</p>	<p>January 2018</p>
<p>Improve the delivery of written information to pupils</p>	<p>Augmentative and Alternative Communication Policy implemented across the school in January 2017, training delivered to all staff on a regular basis to ensure it is embedded into the curriculum. Speech and Language therapists meet regularly with class teams to</p>	<p>To carry out NAS self-assessment to identify further areas of improvement and gain NAS accreditation.</p>	<p>Self-audit to inform action plan</p>	<p>Quality Action Group</p>	<p>December 2017</p>



## ACCESSIBILITY PLAN & POLICY

### POLICY FOLDER: OPTIONS AUTISM & LD – HILLINGDON MANOR SCHOOL

	provide advice on strategies to support lesson delivery.				
--	----------------------------------------------------------	--	--	--	--

### Section 3: Access audit

Feature <i>For example:</i>	Description	Actions to be taken	Person responsible	Date to complete actions by
Number of floors	Stairs are kept clean, tidy and free from obstruction at all times	Maintain and ensure access	General staff team and facilities team	Ongoing
Corridor access	Corridors are kept clear at all times for general access	Weekly checks to ensure areas are safe and accessible.	Education and Compliance Officers	Ongoing
Parking bays	Disabled parking bay marked at the secondary site.	Disabled parking sign to be placed in the primary car park.	Facilities Team	September 2017



## ACCESSIBILITY PLAN & POLICY

### POLICY FOLDER: OPTIONS AUTISM & LD – HILLINGDON MANOR SCHOOL

Entrances	Fobbed access system on main entrances at both sites to aid security measures, width of doors suitable for wheelchair access at both sites.	None required	Head teachers and Facilities Team	N/A
Ramps	Designated classrooms with ramp access	None required	Head teachers and Facilities Team	N/A
Toilets	Two disabled toilets at the secondary site and two at the primary site, both with fitted alarm systems.	None required	Head teachers and Facilities Team	N/A
Reception area	Accessible to wheelchair users	None required	Head teachers and Facilities Team	N/A
Internal signage	Disabled toilets clearly marked	None required	Head teachers and Facilities Team	N/A
Emergency escape routes	Clearly marked emergency exit routes, as per fire evacuation plan for both sites.  Flood evacuation plan in place for primary school.	Continue weekly alarm tests and scheduled fire drill practices for both sites	Head teachers and Facilities Team	N/A