

Access Plan 2023-2024 – Updated 20/09/2023

Feature	Description	Actions to be taken	Person responsible	Date to complete actions by
Access to all class rooms	The school is all on one level and has mobiles for the Library & Intervention /SEN Manager office.	Ramp already installed to library mobile. New mobile has been installed for intervention and SEN with ramp.	Site manager	Completed
Corridor access	All corridors are accessible for wheelchairs and wide enough for manoeuvre.	Corridors to be tidy and free from obstructions	All school staff	Ongoing
Toilets	Changing facility installed in the disabled toilet for children that wear nappies. Frame for toilets to enable physically impaired children to use the facilities. Improved signage for toilets.	Annual maintenance checks for changing table. Additional handrails fitted for those with mobility issues. To be designed and positioned to inform those with visual impairment and wheelchair users.	Caretaker SLT	Ongoing monitoring Additional hand rails fitted as children move through the classes Signage allocated
Fire alarms	Currently auditory (two tone Klaxon) alarm in place. Library has a howler alarm fitted.	Ensure support is in place for hearing impaired pupils or staff to be escorted from premises when the alarm sounds. Regular evacuation monitoring. All classes have updated plans for evacuation. Fire wardens appointed for each class Personal emergency evacuation plans completed for identified pupils.	All school staff Class teachers	Ongoing

Doors	Newly installed doors are accessible for people standing and sitting in a wheelchair and they can see each other from either side of the door. Older doors are solid with high windows making this impossible.	When doors are replaced they will be accessible for all.	Caretaker SLT	Ongoing
Emergency escape routes	Labels well and clearly displayed throughout school. Included in Caretaker checks.	Continue to ensure signs are maintained. Included in Caretaker monitoring and reported the Trust via EVERY software.	Caretaker SLT	Ongoing