

# HALESBURY SCHOOL



## ACCESSIBILITY PLAN

Policy for the attention of			
Audience	Key Audience	Optional Audience	Additional/Notes
Senior Leadership Team	✓		
Teachers	✓		
Teaching Assistants	✓		
Administrative Staff	✓		
Curriculum support	✓		
Lunchtime Supervisors		✓	
Site Manager	✓		
Cleaners		✓	
Governors	✓		
Parents	✓		
Website	✓		
Local Authority	✓		

Responsibility of	Headteacher Governing Body
Review frequency	3 years
This version agreed	15.02.2022
Next review date	15.02.2025

## **Contents:**

### [Aim of the Accessibility Plan](#)

1. [The Accessibility Audit](#)
2. [Planning duty 1: Curriculum](#)
3. [Planning duty 2: Physical environment](#)
4. [Planning duty 3: Information](#)

## Aims of the Accessibility Plan

This plan outlines how Halesbury School aims to increase access to education for all pupils with disabilities in the three areas required by the planning duties in the Equality Act 2010 (i.e. the curriculum, physical environment and information).

A person is regarded as having a disability under the Act where they have a physical or mental impairment that has a substantial and long-term adverse effect on their ability to carry out normal day-to-day activities.

This plan aims to:

- Increase the extent to which all our pupils can participate in the curriculum.
- Improve the physical environment of the school to enable all pupils to take full advantage of education, benefits, facilities and services provided.
- Improve the availability of accessible information to all pupils.

The above aims will be delivered within a reasonable timeframe, and in ways which are determined after taking into account pupils' disabilities and the views of parents and pupils. In the preparation of an accessibility strategy, the LA must have regard to the need to allocate adequate resources in the implementation of this strategy.

The governing board also recognises its responsibilities towards employees with disabilities and will:

- Monitor recruitment procedures to ensure that individuals with disabilities are provided with equal opportunities.
- Provide appropriate support and provision for employees with disabilities to ensure that they can carry out their work effectively without barriers.
- Undertake reasonable adjustments to enable staff to access the workplace.

The plan will be resourced, implemented, reviewed and revised in consultation with:

- Pupils' parents.
- The Headteacher and other relevant members of staff.
- Governors.
- External partners.

This plan is reviewed every three years to take into account the changing needs of the school and its pupils. The plan is also reviewed where the school has undergone a refurbishment.

## The Accessibility Audit

The governing board will request an annual accessibility update and a formal audit every 3 years. The audit will cover the following three areas:

- **Access to the curriculum** – the governing board will assess the extent to which pupils with disabilities can access the curriculum on an equal basis with their peers.
- **Access to the physical environment** – the governing board will assess the extent to which pupils with disabilities can access the physical environment on an equal basis with their peers.
- **Access to information** – the governing board will assess the extent to which pupils with disabilities can access information on an equal basis with their peers.

When conducting the audit, the governing board will consider all kinds of disabilities and impairments, including, but not limited to, the following:

- **Ambulatory disabilities** – this includes pupils who use a wheelchair or mobility aid
- **Dexterity disabilities** – this includes those whose everyday manual handling of objects and fixtures may be impaired
- **Visual disabilities** – this includes those with visual impairments and sensitivities
- **Auditory disabilities** – this includes those with hearing impairments and sensitivities
- **Comprehension** – this includes hidden disabilities, such as autism and dyslexia

The findings from the audit will be used to identify short-, medium- and long-term actions to address specific gaps and improve access.

All actions will be carried out in a reasonable timeframe, and after taking into account pupils' disabilities and the preferences of their parents. The actions that will be undertaken are detailed in the following sections of this document.

### 2017/18 Halesbury School Action Plan.

Halesbury will undergo a major £1.3 million build replacing 2 mobiles and significantly increasing teaching space and toilet facilities.

- Room 10 Rainbow Class (KS1 ASD) will be Doubled in size with an extension.
- Room 25 Purple Class (KS2 ASD) will be doubled in size by knocking down the partitioning wall

- Science Room Mobile will be knocked down and replaced with a modern fit for purpose Science Classroom.
- new Science prep room/office will be built
- Room 64 will cease being a Key Stage 3 and 4 classroom, 2 new classrooms will be built.
- Room 64 will be modernised and redeveloped to be a learning Mentor, Family Outreach and Nurture facility.
- A new ICT room will be built
- new offices will be built
- 1 new PPA room will be built.
- A new corridor will join the Art room and DT Room
- 1 new Key Stage 4 ASD base will be built.
- 1 New time/out/relaxation room will be built
- Male and Female changing rooms will be built for pupils
- Toilet facilities for the whole block
- The whole new block will be internalised with corridors so that pupils will not have to access any facilities outside.
- A shelter is planned for the front of the school to protect all children and parents who walk to school from the elements.
- The whole build will be DDA compliant

2018-2021 Halesbury School Action Plan					
Room	Project/Issue	Responsible	Solution	Monitoring	Outcome
Medical Room	To change the room into a purpose-built changing facility	SLT/Site Manager	Take down all the partitions. Electrical Supply. New Floor. Storage Facilities. Electric Hydraulic bed. Hygiene facilities	SLT/Governors and Site Manager	Arranged for Easter break 2022
Yellow Class EYFS	There is a step up to the outside play area which is not DDA compliant for pupils with mobility issues	SLT/Staff in class to manage	No current solution.	SLT/Governors	
Red Class	There is a step up to the outside play area which is not DDA compliant for pupils with mobility issues	SLT/Staff in class to manage	No current solution.	SLT/Governors	
Corridor from Orange Class to access Hall	There are 5 Steps to travel to get to the hall	SLT/Staff and Site Manger	No current solution to the steps. However, pupils can travel around into the outside playground to access the hall, however this does not help in bad weather.	SLT/Governors	
Red Class	No access to Hot Water	SLT/Site Manger	Hot water to be fitted for the class in second half of term 1	SLT/Governors	Completed and kitchenette area provided.

Rainbow class	No access to Hot Water	SLT/Site Manger	When extension is complete hot water will be fitted	SLT/Governors	A secure kitchen area required to prevent pupil access to hot water.
Purple class	No access to Hot Water	SLT/Site Manger	When extension is complete hot water will be fitted	SLT/Governors	Completed and kitchenette area provided.
Key Stage 3 and 4 Teaching facilities	Current classroom not fit for purpose.	SLT/Authority and Site Manger	New 1.3-Million-pound build to replace current facilities.	SLT/Governors	Completed
ICT Room	Steps leading up to the classroom. No access from the other side	SLT	Change will be part of the new build. Surface will be levelled to one level	SLT/Governors	Completed
Outside Mobiles Room 54 Room 52  Room 56 Room 55	No access to toilet facilities. Pupils have to travel to the main building to access facilities.	SLT	To eventually replace the mobiles	SLT/Governors	
Room 55 and 56	No access to water	SLT	To eventually replace the mobiles	SLT/Governors	Access to water and kitchenettes provided as a temporary solution.

Outdoor play facilities	Equipment needs replacing, wood is rotting from original build	SLT	Equipment to be checked, modified, or rebuilt.	SLT/Governors	Rebuild completed in primary and secondary outdoor areas
Teaching space for Landbase	New environment needs to be built which is fit for purpose.	SLT	New poly tunnel to be purchased and storage facilities built		Completed
Classrooms	To always consider the teaching environment so that it is always for purpose for the pupils.	SLT/Middle Leaders	To review equipment and resources		Review undertaken and Local Authority consulted on further development requirements.
Food Tech room	Children find it difficult to access resources with the current furniture	SLT	New height adjustable table so that all pupils can access food technology lessons.		
Staff and governor training	To keep up to date with all Governor Training for the school	SLT/Governors	Staff and governor training is costed and funded within the school's budget and cover performance management, appraisal, safeguarding, and school improvement needs.	SLT/Governor Meetings	Governor training is monitored and minuted.
School policies E.g., Discipline School trips Safeguarding	Review of whole school policies E.g. Discipline School trips Safeguarding	SLT	Discipline/behaviour to be reviewed annually. School visits use the EVOLVE system of risk assessments. Safeguarding is reviewed annually with the LA.	SLT/Governors	Policy review schedule created and used to prompt timely policy



			Policies are published on the school's website, as necessary.		review. Updated policies are available on the school website.
<b>2021-2024 Halesbury School Action Plan</b>					
<b>Medical Room</b>	Medical room is too small for the amount of pupils and their current needs. It is not accessible and not fit for purpose. Dedicated washing facilities needed.	Head Teacher/Admin Operations	To convert the current Assistants Heads and current medical room into a large medical room fit for purpose for the changing needs of the pupils	Governors/SLT	Completed August 2022
<b>DT Room</b>	Not enough classrooms available for increasing pupil numbers, while DT room no longer used for building projects, is a poor use of space, has an uneven floor surface and improved lighting.	Head Teacher/Admin Operations	Refurbishment of the DT room to become a large Post 16 area to combine with the house. This will accommodate the needs of 3 classes of 8 of Post 16 pupils.	Governors/SLT	Completed August 2022
<b>House</b>	Increasing pupil numbers in Post 16 in need of facilities	Head Teacher/Admin Operations/Post	To Refurbish and extend the school house to the education of the pupils in Life Skills.	Governors/SLT	

	to develop Life Skills curriculum, while school house remains empty.	16 Lead			
<b>Mobiles and Toilets Projects</b>	Poor facilities for pupils in mobile classrooms. No toilet or changing facilities without crossing the school playground. No accessible emergency exit. No storage space for mobility equipment or space for PEG feeding.	Head Teacher/SLT/Admin Operations	To make the mobiles fit for purpose for the changing needs of the pupils and to provide for their basic needs accommodating pupils with additional mobility and medical needs.	Governors/SLT	
<b>Orange Playground</b>	No dedicated, safe space for outdoor learning and play for pupils in Orange class.	Head teacher/Admin Operations	To provide an outdoor space for the pupils of Orange class. This will include a canopy for outdoor learning	Governors/SLT	Completed August 2022
<b>Purple Breakout/Play area.</b>	Pupils in Purple Class need a safe, private space to play to help minimise and manage challenging behaviours resulting from difficulties interacting with pupils outside their small, safe class	Head Teacher/Admin Operations	To provide a fenced safe area for the pupils of Purple class to accommodate the changing needs of the pupils and their behaviours. Creating a safe space for them to go to when they are having difficulties with behaviour	Governors/SLT	

	group.				
<b>Purple Sensory</b>	Breakout sensory space needed in Purple class to help reduce and safely manage anxiety and behaviour incidents of pupils in crisis.	SLT/Middle Leader	To have the ability to close off the second part of the classroom with double doors to provide a sensory space for the pupils	Governors/SLT	
<b>Rainbow Sensory Room</b>	Broken and tired equipment in sensory room by Rainbow class	SLT/Rainbow Teacher	To take out the old equipment and refurbish Rainbow class sensory area with new more appropriate equipment for the complex needs of the class.	Governors/SLT	
<b>Changing Rooms to Sensory Room and Soft Play Curriculum adapted to accommodate the change</b>	No sensory rooms or breakout facilities for secondary age pupils.	SLT	To provide more sensory safe space for the pupils, the pupils needs and behaviours are becoming more complex and there is more need for such spaces.	Governors/SLT	
<b>Yellow Class Sensory Room</b>	No sensory room or breakout space indoors to meet the complex needs or Reception age pupils in Yellow Class.	SLT/Admin Operations	To accommodate the complex needs of the EYFS pupils Halesbury is now having. To provide a sensory space to deal with more and more complex behaviours	Governors/SLT	
<b>Creation of Staffroom from current Post 16 Base</b>	No permanent space for staff to take breaks away from their workspace.	SLT/Admin Operations	To create a staffroom fit for purpose with kitchen area when DT room is finished. School is not legal at this current point	Governors/SLT	Completed August 2022
<b>Creation of</b>	Caretakers office is	Head	We have two caretakers who work	Governors/SLT	

<b>new Caretakers office from current Prep Room in Key Stage 3 and 4</b>	not large enough to accommodate 2 separate working spaces along with all the resources needed for the role.	Teacher/Admin Operations	together. The current arrangements re not big enough for two people. The Prep room that is only used for storage is an ideal space.		
<b>Current Caretakers office to become interventions room again</b>	Insufficient spaces for meetings, EHCP's, OT and Speech therapy. Also there are children who need time out space with an adult to talk. We also need a room to develop our mental health strategy for pupils and parents.	Head Teacher/SLT/Admin Operations	Set up current caretakers office with table and chairs as needed.	Governors/SLT	
<b>Front gate which will stop access into the school from the road</b>	Safeguarding issue identified whereby pupils could leave site while automated front doors are open as visitors enter/exit.	Head Teacher/Admin operation and finance	Mechanised gates that can be open either through the key pad or opened up from the office. This will stop the potential security risk of pupils escaping when the double doors are open. It will also eliminate the security risk of someone walking in without the office knowing.	Governors	Completed Summer 2022
<b>CCTV technology around the school.</b>	Pupils in difficulty out of sight of staff. Accidents/incidents happening unobserved while staff are engaging	SLT/Admin Operations/Finance	CCTV technology fitted around the school because of the changing complex needs of the pupils and behaviours. Also for Safeguarding purposes for pupils and staff.	Governors	

	with other pupils.				
<b>New WIFI system installed throughout the school.</b>	Communications and internet issues in the near future as RM will no longer support the outdated WIFI system we have in school.	SLT SLT/Admin Operations/Finance/ICT Manager/RM	WIFI system to be updated.	Governors	
<b>Network Points and electrical sockets.</b>	The expanding pupil and staff numbers, and the continual progress of teaching technology have led to a need for more access points for IT equipment.	SLT/Admin Operations/Finance/ICT Manager/RM	Increase the number of access ports and plug sockets for IT equipment.	Governors	
<b>Extension to the kitchen or storage purpose.</b>	Increasing pupil numbers taking up school meals has led to a lack of storage space in the main kitchen.	SLT/Admin Operations/Finance	Outside is an excellent area to build a store room	Governors	
<b>Controlled access around the school Via fobs.</b>	Pupils gaining access to areas which are unsafe for them and present a high risk of accidents and injury e.g. main kitchen. Pupils gaining access to classroom and offices causing	SLT/Admin Operations/Finance	Selected doors to be fitted with a secure entry system to limit risks to pupils and reduce disruption to other pupil's learning and school processes.	Governors	

	disruption to education and school processes.				
<b>Key Stage 3 and 4 playground fenced and zoned</b>	Pupils climbing over fences and leaving safe area designated for class use and away from supporting staff.	SLT/Admin Operations/Finance	Fences are needed around the playground as well as current EYFS fenced heightened to restrict pupil movement around school. To accommodate the changing complex needs of our pupils and behaviour	Governors	
<b>To replace bells with an audio lockdown and fire system</b>	Pupils experiencing confusion and crisis when fire alarm bells or lockdown bells sound unable to respond as needed to keep safe.	SLT/Admin Operations/Finance	Eliminate the difficulties our pupils have with sudden loud bells by installing an autism friendly solution and reduce anxiety.	Governors	
<b>Air conditioning units</b>	Due to the nature of the building many rooms become uncomfortably hot in the summer. Doors need to be kept open causing safeguarding concerns.	SLT/Admin Operations/Finance	Install air conditioning units in the affected rooms to enable comfortable and safe working conditions for pupils and staff.	Governors	5 Units fitted Summer 2022
<b>Technology/ Reading Pens and dictation Software for all upper Years Pathways</b>	Pupils with more complex learning needs struggling with reading despite interventions. Difficulty finding engaging texts for	Head Teacher/Assistant Head	Use adaptive technology to support learning across all subjects whilst teaching reading and writing. This also makes best use of Chrome Books	Governors/SLT	

<b>combined with Chrome Books</b>	older pupils at an appropriate level. Pupils unable to read texts to support learning across all subjects.				
<b>4 Year Curriculum for K2 2 to Pathways</b>  <b><u>Progressive Curriculum</u></b>	Pupils in KS2 experiencing an incongruent education structure and curriculum with those in KS3 and above. Disparity causing unnecessary challenges for transition.	Assistant Head/Middle Leader	The successful secondary pathways approach will be cascaded to Key stage 2 where pupils will be placed in class abilities. Curriculum will ensure variety and progression, informing planning based on individual achievements.	Governors/SLT	Completed September 2022
<b>4 Year Curriculum for Key Stage 3 and 4 Pathways</b>  <b><u>Progressive Curriculum</u></b>	After successfully implementing a streamed model of structuring classes in KS3&4, we need to create a flowing curriculum to ensure progression.	Assistant Head/Middle Leader	To implement a flowing curriculum which will ensure variety and progression, informing each successive year's planning based on individual achievements.	Governors/SLT	
<b>Key Stage 2 Pathways New Reading and Phonics Scheme</b>  <b><u>Progressive</u></b>	National leaders have stated phonics will be reviewed, possibly taken away from the curriculum and replaced with an alternative for 22/23.	Middle Leader	We will be looking for alternative ways to teach literacy which will be accessible and enjoyable for our pupils.	Governors/SLT	

<b><u>Curriculum</u></b>	Phonics is now not fit for purpose.				
<b>Key Stage 3 and 4 New Reading scheme</b>  <b>Progressive Curriculum</b>	Our current reading schemes for KS3 and 4 are not suitable for the complex needs of pupils coming through the school from KS2.	Middle Leader/Mr Smart	Search for an alternative to the current scheme which meets the increasingly complex needs of our pupils.	Governors/SLT	
<b>Extended Curriculum in School</b>	Restricted nature of the school building, premises and resources limits the learning opportunities available to our pupils on site.	Head Teacher Assistant Head Admin Finance	To continue to provide an external extended curriculum within our community. To provide opportunities to mix in the community, practice socialisation, life skills and have access to wider learning opportunities and experiences than can be provided on the school site.	Governors/SLT	
<b>2 Minibuses for extended Curriculum</b>	Insufficient and incompatible transportation for pupils to access the wider curriculum. No wheelchair accessible vehicles available. Staff without a D1 category on their licence unable to drive minibuses hired from Lister Road.	Head teacher/Admin Finance	To purchase two minibuses to accommodate the changing extended curriculum that pupils are now accessing which are wheelchair accessible and all assessed minibus drivers are able to drive.	Governors/SLT	



<b>1 Teacher for extra Key Stage 3 and 4 Pathway</b>	Secondary classes unable to accommodate the increased pupil numbers coming up through the school from Key stage 1 and 2 in the next school year 22/23.	SLT/ Admin Finance	A new class will need to be created ready for the next school year 2022/23.	Governors/SLT	Completed Sept 2022
<b>New classroom created for an extra class in school</b>	New classrooms needed as pupil numbers are predicted to rise year on year over the next 3 years.	SLT	The ICT Room to be made into a classroom. This is now possible as all pupils were provided with their own Chrome Book for remote learning in periods of lockdown and self-isolation due to the coronavirus pandemic.	Governors/SLT	Completed Sept 2022
<b>To employ a permanent Post 16 Role</b>	Post 16 education is yet to be given permanence and stability at Halesbury in order to continue to provide accessible learning for pupils age 16-19.	SLT/Governors	Now that Post 16 has been established with the Local Authority, we will advertise and employ a permanent Post 16 Lead.	Governors/SLT	Completed
<b>1 Extra TA for extra Key Stage 3 and 4 Pathway</b>	No support staff available to assist pupils and teacher in the planned additional pathway to be created for school year 2022-23.	SLT	Effective support staff to be recruited for pupils in the additional Pathway to make learning more accessible.	Governors/SLT	

<b>Extension of Bases to 5 known as rainbow 1 to 5</b>	With increasing pupil numbers and increasing complexity of need, we have insufficient places in our bases to meet those needs.	SLT	To create an additional Base class to accommodate the increasing numbers and complex needs of the pupils.	Governors/SLT	Completed September 2022
<b>Showcase Video Tour of the School for the Website</b>	Prospective families and other agencies unable to view the school in person for a range of reasons including restrictions caused by the COVID pandemic. Difficulty accommodating the increasing numbers of people wishing to view the school without causing disruption to the operation of the school.	SLT	Work with a company to showcase the school and take prospective parents/carers/employees on a virtual tour of the school. Pupils and staff would take the viewer on the journey.	Governors	
<b>Risk Register discussion of the future numbers of Halesbury pupils</b>	Difficulties with planning for the future of Halesbury provision with ever changing complexity of need, pupil and staff numbers but	SLT	The school Risk Register is to be reviewed to identify challenges and plan solutions to safeguard and improve provision for the future.	Governors SLT	

	with limited space and facilities.				
--	------------------------------------	--	--	--	--