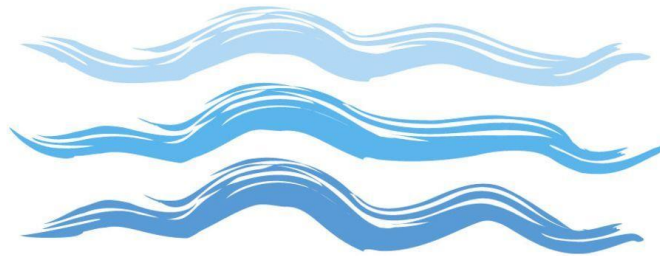


# Accessibility Plan

Dee Point  
Primary School



**Delegate Function: FGB**  
**Approved by Governors: November 2020**  
**Updated: October 2020**  
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This policy/document was reviewed by:-

Signed.....

Date:

Position.....

Signed.....

Date:

Position.....

The next revision date is:

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# Dee Point Primary School Accessibility Plan and Policy

## 1. Aims

Schools are required under the Equality Act 2010 to have an accessibility plan. The purpose of the plan is to:

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

Our school aims to treat all its pupils fairly and with respect. This involves providing access and opportunities for all pupils without discrimination of any kind.

The plan will be made available online on the school website, and paper copies are available upon request.

Our school is also committed to ensuring staff are trained in equality issues with reference to the Equality Act 2010, including understanding disability issues.

The school supports any available partnerships to develop and implement the plan.

Our school's complaints procedure covers the accessibility plan. If you have any concerns relating to accessibility in school, this procedure sets out the process for raising these concerns.

We have included a range of stakeholders in the development of this accessibility plan, including pupils, parents, staff and governors of the school.

## 2. Legislation and guidance

This document meets the requirements of [schedule 10 of the Equality Act 2010](#) and the Department for Education (DfE) [guidance for schools on the Equality Act 2010](#).

The Equality Act 2010 defines an individual as disabled 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 undertake normal day to day activities.

Under the [Special Educational Needs and Disability \(SEND\) Code of Practice](#), 'long-term' is defined as 'a year or more' and 'substantial' is defined as 'more than minor or trivial'. The definition includes sensory impairments such as those affecting sight or hearing, and long-term health conditions such as asthma, diabetes, epilepsy and cancer.

Schools are required to make 'reasonable adjustments' for pupils with disabilities under the Equality Act 2010, to alleviate any substantial disadvantage that a disabled pupil faces in comparison with non-disabled pupils. This can include, for example, the provision of an auxiliary aid or adjustments to premises.

## 3. Accessibility Audit

As the school was completely rebuilt and completed in May 2017 a new audit was completed.

This extensive document is available on request. Within this policy are the key actions as a result of that audit. These are reviewed regularly by the Headteacher, Site Manager and Health & Safety Governor to ensure all actions are on track to be completed.

### Dee Point Primary School Accessibility Action Plan 2018- 2020

COSTS - <b>N</b> = NONE <b>M</b> = MINIMAL <b>OG</b> = ONGOING MAINTENANCE <b>ST</b> = STRUCTURAL CHANGE <b>EX</b> = MAJOR STRUCTURAL CHANGE				
Item Ref.	Details / Issue	Recommendation	Est Cost	Action Taken
<b>PRIORITY A</b>				
6.9	At current there does not appear to be a procedure to ask visitors if they have any access requirements prior to visiting the school.	Site management need to ensure that this is suitably in place. There should be a procedure to ask visitors prior to their visit if they may have any access requirements that the school should be aware of.	<b>N</b>	Nov 20. Entry sign system to have additional question related to access requirements.
12.8A	<p>There is an extremely well equipped level access shower combined accessible WC on the ground floor. This can also be accessed on two sides (off the main corridor and off the nursery)</p> <p>Whilst this is correctly laid out, there should be a further cord alarm within the shower area.</p>	<p>Install a further cord alarm within the shower area.</p> <p>According to BS8300 - An emergency assistance pull cord should be sited so that it can be operated from the WC and from an adjacent floor area. The emergency assistance pull cord, coloured red, should be provided with two red bangles of 50 mm diameter, one set at a height between 800 mm and 1000 mm and the other set at 100 mm above floor level.</p>	<b>M</b>	Any shower facility that is used by a child will be used in accordance with the school's Intimate Care Policy meaning nobody would be unsupervised in this area.
13.7	<p>BS8300 compliant grab rails are provided throughout the accessible WCs and they are well contrasted against their surround to aid people with impaired vision.</p> <p>However the accessible WC on the first floor near the Head Teacher's office has two missing grab rails. These are adjacent to the drop down rail (will need to be lower due to the window) and the</p>	<p>Install a well contrasted vertical grab rail adjacent to the drop down rail. Install a further horizontal rail before the hand wash basin.</p> <p>Refer to BS8300 for guidance on the suitable layout / fitting.</p>	<b>M</b>	Nov 20. Referred to Morgan Sindall building contractor re: building compliance. The school is confident that it complies with the current regulations as stated in the new build design specification of August 2016 when the school was completed.

	horizontal rail before the hand wash basin			
16.6A	There is no induction loop provided within the main hall to aid people with hearing impairments. This part of the school is an area in which visitors can frequent such as for performances.	<p>Install an induction loop within the main hall to benefit hearing aid users. This is an area in which visitors can frequent such as for performances.</p> <p>According to BS8300 - A hearing enhancement system, using induction loop, infrared or radio transmission, should be installed in rooms and spaces used for meetings, lectures, classes, performances, spectator sport or films, and at service or reception counters where the background noise level is high or where glazed screens are used.</p> <p>Direct Access is able to assist with this recommendation if required. Please ask for further details if required.</p>	M	Nov 20. This was not included in the building specification in 2016. A portable induction loop is available in school.
16.6B	There needs to be an induction loop installed within the community room which is frequently used for meetings and sometimes training sessions.	Install an induction loop within the community room to benefit hearing aid users. Ensure that there is an induction loop sign on the door.	M	As of Sept 20 this room has been re-allocated as a classroom.

17.5	There is step free access provided to the first floor however the lift is not to be used in the event of fire. EVAC chairs are urgently required for the top of both stairwells.	<p>An urgent survey should be undertaken to assess the provision of EVAC chairs and identify the key pin point locations where these need to be located. Direct Access is able to commission a free survey by an EVAC chair specialist on request. The survey is also able to assess the suitability on current training provided to staff members.</p> <p>Signage should also be provided indicating where the EVAC chairs are located throughout. Staff members should also receive frequent training on their use.</p>	M	Sept 20. Following guidance from Jon Siddorn, H&S adviser for CWAC, these are not a requirement due to the school having 2 refuge areas situated at the end of both corridors upstairs.
18.6	Means of Escape; Personal egress plan available for each member of staff needing assistance? Overall escape strategy for visitors who may need assistance?	Site management need to ensure that the appropriate personal egress plans are available for each member of staff needing assistance.	N	School will complete this when needed for a specific staff member or pupil.
18.7	Means of Escape; Both general escape strategy and personal emergency egress plans regularly checked for efficiency and effectiveness?	Site management need to ensure that both the general escape strategy and personal emergency egress plans are regularly checked for efficiency and effectiveness.	N	Half termly fire evacuations, fire warden briefings and annual refresher training ensure this takes place.
<b>PRIORITY B</b>				
1.1	Options on how to arrive at the school should be clearly illustrated on literature and on the website.	<p>Options on how to arrive at the school should be clearly illustrated on literature and on the website.</p> <p>The information regarding the site on the internet should be fully accessible for persons with reading disabilities through enlargement capability and screen readers, combined with synthetic speech or Braille displays. A clear and logical design that includes written explanations for visual or audio content. Text and graphics should be easily understood without use of colour.</p>	N	Nov 20. DW to liaise with Dan Woolley for advice on how this can be incorporated into the school's welcoming systems online and on entry to the school.

2.2	There are no signs on entry to the car park to indicate where the accessible bays are located.	<p>There should be a sign at the entrance to the car park to indicate where the accessible parking spaces are located.</p> <p>Refer to BS8300, A sign or, if appropriate, signs should be provided at the entrance to each car park and at each change in direction to direct disabled motorists to designated parking spaces.</p>	<b>M</b>	Signs have been installed
6.8	There is seating provided opposite the reception area however these do not feature armrests to aid ambulant disabled persons.	<p>Provide some seating in the reception waiting area which has armrests to aid ambulant disabled persons. Ensure all seating is well contrasted against the background upon which they are seen.</p> <p>According to BS8300 - If a seat is too high or too low, or if there are no armrests or side supports, a person may experience considerable discomfort as a result of poor posture. A person may also have difficulty rising from a seated position if the seat is set too low, or if it has no armrests.</p>	<b>M</b>	Furniture is available in the interview room next to the reception area and is available on request.
8.3	A management procedure should be implemented to ensure that over time, notices do not get put on the vision panels. On the day of the survey, a number of classrooms had notices on the vision panels which can cause a potential collision hazard.	Implement management procedure to ensure that the temporary notices are not on the vision panels.	<b>N</b>	Nov 20. All vision panels cleared. New external noticeboards purchased to remove notices from vision panels.

11.7	<p>There is no audio provided within the lift car to aid people with impaired vision. This should have been provided when installed. The site management should undertake liaison with the lift manufacturer to implement.</p>	<p>Undertake liaison with the lift manufacturer to assess the feasibility of installing audio within the lift car to aid people with impaired vision.</p> <p>BS8300 - For the benefit of blind and partially sighted users, there should be an audible announcement of lift arrival and direction of travel. A sign indicating the number of the floor should be provided in each lift lobby on the wall opposite all the lift landing doors.</p>	M	Nov 20. This is installed and operational but not picked up on visit.
12.3	<p>The colour contrast provided to the fittings within all of the WCs is poor.</p> <p>The use of white fittings seen against white walls is predominant throughout.</p> <p>This was highlighted and pointed out to the site caretaker, it was agreed that painting a blue band behind the fittings would provide sufficient contrast.</p>	<p>Colour contrast should be added to the fixtures and fittings within the WCs.</p> <p>According to BS8300 - to help blind and partially sighted people identify key objects within sanitary accommodation, support rails and grab rails should contrast visually with the wall, the WC seat and cover should contrast visually with the WC pan and cistern, and sanitary fittings and accessories should contrast visually with the background against which they are seen.</p>	OG	Nov 20 On inspection the accessible toilets have colour contrasted fittings and therefore do not need replacing.
12.6	<p>WCs do not have lever style or sensor operated taps to aid people with dexterity impairments. Within each of the WCs, there should be at least one set of lever or sensor operated taps.</p>	<p>Ensure that within every W.C that there are taps which are operated via a lever action, this will aid people with limited dexterity in their wrists.</p> <p>According to BS8300 - Taps should either be mixer taps with an up and down action to control water flow or individual hot and cold lever operated taps with not more than a quarter turn from off to full flow.</p>	M	Nov 20 All accessible toilets have lever operated taps.
13.5	<p>Within the accessible WCs the colour contrast to the white fittings is poor. This is due to white items seen against white walls. This was highlighted and pointed</p>	<p>Colour contrast should be added to the fixtures and fittings within the accessible WCs.</p>	OG	Nov 20. School will source a colour alternative wipeable transfer.

	out to the site caretaker.			
15.7	Various items within the reception area are positioned at above 1200mm which is too high for wheelchair users or for people of small stature. There is also no signage to state that information can be provided in accessible formats on request.	Signage should be provided to indicate that all leaflets and information can be provided in accessible formats on request.  Site management should undertake a review and ensure all leaflets are available within 1200mm of the ground floor level. This can sometimes be achieved by repeating the leaflets vertically rather than horizontally.	<b>N</b>	Nov 20 Signs for assistance to be completed by DW and all leaflets accessible at 1200mm.
16.7	No portable induction loops are provided that could be transported around the school as when required.	Purchase a portable induction loop which can be transported around the school as when required.  Install signage indicating the availability of the facility on request.	<b>M</b>	Nov 20 school have purchased a portable induction loop that is available on request.
<b>PRIORITY C</b>				
1.5	There is a lack of on street signage on approach to the school.	The site management should undertake liaison with the local Highways Dept. to increase current level of on-road and street signage.  People with hearing impairments make up the largest group of disabled people. They can be helped or hindered by signage. Good signage can mean that a person with a hearing disability can manage without having to ask questions. For further information on signage please refer to - JMU Access Partnership and The Sign Design Society. 2000. ISBN 185878 412 3.	<b>N</b>	Nov 20 The school has purchased and improved the signage on entry to the building and when driving to the school.



1.7	<p>The light posts within the school grounds do not feature markings at two heights. This could cause a potential collision hazard.</p>	<p>Well contrasted markings should be provided at two heights to the posts/columns.</p> <p>Refer to BS8300 - Each free-standing post, e.g. a lighting column, within an access route should contrast visually with the background against which it is seen (it is desirable also to incorporate a band, 150 mm high, whose bottom edge is 1 500 mm above ground level, and which contrasts visually with the remainder of the column or post</p>	OG	<p>Nov 20. DR to source and implement tape on external lampposts along the path into school.</p>
1.8	<p>There is a lack of seating with armrests within areas that parents pick up and drop off their children.</p> <p>There is a lack of suitable seating with armrests within the playground areas to aid ambulant disabled persons.</p>	<p>Provide benches with armrests. Ensure that the armrests are well contrasted and that there is a space either side of the seat so that a wheelchair user can park alongside a seated companion</p> <p>Seating in resting places should meet the following recommendations.</p> <ol style="list-style-type: none"> <li>1) There should be a variety of seat heights, ranging from 380 mm to 580 mm, within which a height of 480 mm is suitable for wheelchair users.</li> <li>2) Armrests should be provided to help people lower themselves onto the seat and stand up.</li> <li>3) Where the seat is set at a height suitable for wheelchair users, armrests should not be at the extreme end of the seat but set in so as not to restrict the lateral transfer from a wheelchair to the seating. they should also not restrict front or oblique transfer.</li> <li>4) A supportive back-rest should be incorporated for at least 50% of the length of the seat.</li> </ol>	M	<p>Nov 20 The school has purchased additional seating for the external areas of the school that can be used by parents and carers upon collecting their children.</p>

1.10	The general playground areas were identified as being excellent, everywhere is flat and level with no step tiers. However there is no level access onto the gazebo and the trim trails for wheelchair users.	This was discussed with the site caretaker at the time of the survey. Level access should be made available for the gazebo and the trim trails. This will ensure that the play areas can be enjoyed by everyone and that there is no exclusion.	<b>OG</b>	Oct 20 – trim trails have been resurfaced and 1 of them is fully accessible. A new gazebo installation in 2018 is fully accessible too.
2.6	There are limited marked out safety walking routes within the car parking areas potentially putting people at risk, particularly those with hearing impairments who may not hear a car reversing out of its space.	Mark out 1200mm wide hatched pedestrian routes within the car parking areas complete with signage warning of pedestrians. Also recommend providing a maximum speed limit of 5 mph within the car parks.	<b>M</b>	Oct 20 – signage has been purchased and markings completed.
6.6	The reception hatch has a glazed screen which is reflective which is likely to cause potential difficulties for people who lip-read. Deemed reasonable to retain in the short term as the glass is typically pulled to one side when in use.	To facilitate lip reading, lighting design should ensure that both the receptionist's and the customer's faces are evenly lit. In the short term, staff members need to be aware that lip-readers may find it difficult to see their face through the reflective glass.  Security screen should be replaced at the next refurbishment with alternative that is designed to ensure that reflections are avoided.	<b>M</b>	April 20. Costed and sourced at this point.

6.7	The school does not have a minicom provided to accommodate hearing impaired people who are unable to use the telephone.	<p>Provide a minicom facility and ensure staff are trained in how to use the facility.</p> <p>Ensure that the direct line is advertised in relevant literature and on the internet.</p> <p>Note – whilst it is possible to take an incoming minicom call via BT Typetalk (a BT relay operator recites what is being typed on the minicom) Personal research shows that people would rather not have a third person in the conversation.</p>	<b>M</b>	April 20. Costed and sourced at this point.
7.5	At the next refurbishment or cosmetic change, consideration should be given to colour coding the areas. At current everything is mainly white and blue, there are no visual clues to identify different areas of the school.	At the next planned renovation/re-decoration liaison should be undertaken with the RNIB to ensure a well-designed colour scheme adding contrast to floors, skirting and walls is provided which would substantially aid people with impaired vision to navigate around the school.	<b>OG</b>	April 2021. When the next colour scheme is being devised.
10.2	The colour contrast to the edge of the step nosings is not great. For many people the combination of light grey and dark grey is likely not to provide sufficient contrast. At the next refurbishment or when the opportunity presents itself, the nosing strips should be changed to a bright colour such as blue.	<p>New nosing strips should be installed to the edge of the steps.</p> <p>BS8300 states - All steps need to have clear colour contrast edgings applied to nosings permanently contrasting material 55mm wide on both the tread and the riser.</p>	<b>M</b>	Oct 20. New nosings have been sourced and fitted.
11.3	The support rail within the lift car has the appropriate oval profile however it is not well contrasted against the background upon which it is seen.	Add colour contrast to the lift support rails to ensure that they are clearly visible against the background upon which they are seen to aid people with impaired vision.	<b>OG</b>	This was compliant with building regulations at the time of install.

13.8	None of the accessible WCs have a backrest installed. Deemed reasonable to retain unless this is brought up as a specific issue/ requirement.	<p>A backrest should be provided to the rear of the toilet pans.</p> <p>Refer to BS8300 - a fixed horizontal rail, with a padded backrest, should be located behind, and centered on, the WC pan when the cistern is in a duct, when there is sufficient space below a low-level cistern (not close-coupled) or when the cistern is at high level, provided the rail's projection allows the seat to tilt beyond the vertical and remain raised so that the WC is comfortable and safe to use and can be used as a urinal.</p>	M	As above
14.1	There are no chairs with armrests provided within the staff room to aid ambulant disabled persons.	<p>Provide a mixture of chairs, varying in height. Some with and some without armrests.</p> <p>According to BS8300 - If a seat is too high or too low, or if there are no armrests or side supports, a person may experience considerable discomfort as a result of poor posture. A person may also have difficulty rising from a seated position if the seat is set too low, or if it has no armrests.</p>	M	Alternative seating is available from HT / DHT & PPA rooms that are situated next to the staffroom.
14.2	Classrooms do not have chairs with armrests to aid ambulant disabled persons. Some classrooms have chairs which are the same colour as the tables resulting in a lack of colour contrast	<p>Ensure that there is a chair with armrests available within each of the classrooms. This is a recommendation that may need to be phased.</p> <p>Also ensure that any new furniture purchased will suitably colour contrast against the background upon which it will be seen.</p>	M	Chairs are provided for specific SEN pupils through occupational therapists advice.

15.1	For a new build, the signage is considered to be relatively disappointing. There is no tactile or Braille signage provided. Additionally, most of the signage is not pictorial to aid people with learning impairments.	<p>Review of way finding signage required.</p> <p>Tactile and Braille signage should be considered for throughout the school. There should be new directory boards and tactile/Braille signage on the actual doors. Signage should be pictorial where possible.</p> <p>Words entirely in upper case type (capital) should also be avoided. A sans serif type face with a relatively large “capital” height to “x” height should be used.</p> <p>Symbols should also be used to compliment signage where possible.</p> <p>BS8300 - Signs and universally accepted symbols or pictograms, indicating lifts, stairs, circulation routes and other parts of the building should be provided. Visual signs should be self- evident and, in particular, legible to visually impaired people. Plain English and pictograms together should be used to assist people with learning difficulties.</p>	<b>M</b>	Nov 20 – school to undertake a signage audit through a specific company and cost ready for installation from April 21.
15.3	There is no tactile or braille signage provided on the toilet doors.	The appropriate toilet signage should be provided as part of the recommended way finding review, refer to 15.1	<b>M</b>	As above
<b>PRIORITY D</b>				
1.2A	The vehicle entrances to the car park and staff car park do not have tactile paving provided to both sides.	Install tactile paving to both sides of the vehicular entrances for the car park. This will aid and forewarn people with impaired vision that there is a crossing.	<b>M</b>	Highways have been contacted and the rights of way agreed. The school reinforces this through regular newsletter correspondence with parents.

1.2B	To the right side of the entrance there is a crossing on route to the side car parking area, this should have tactile installed at the next refurbishment.	Install tactile paving to both sides of the crossing.	M	
1.6	The bollards outside the main entrance are not colour contrasted when approaching the car park.	<p>Add colour contrast to the bollards to ensure that they are easily distinguishable against the background upon which they are seen.</p> <p>BS8300 - Low-level posts, e.g. bollards, should not be located within an access route. they should be at least 1 000 mm high and should contrast visually with the background against which they are seen (it is desirable also to incorporate a 150 mm deep contrasting strip at the top).</p>	OG	Nov 20. To be completed at the same time as the lamppost colour coding.
1.9	Entrance gates throughout the school grounds do not suitably colour contrast and there is no contrast to the controls to aid people with impaired vision.	Add colour contrast to the gates and their controls to aid people with impaired vision.	OG	All entrance gates are supervised by adults who can advise and support.
2.7	Site management should check the lighting levels within the car park during darker hours to ensure they are sufficient.	Site management to undertake investigation of the lighting levels within the car parking areas during darker hours to ensure that they are sufficient.	N	All lighting is checked regularly through PPM's.
5.1	The main entrance is not suitably colour contrasted against the side panels to aid people with impaired vision.	<p>Colour contrast should be added to the entrance to ensure that it is clearly visible on approach to aid people with impaired vision.</p> <p>AD M - The presence of the door should be apparent not only when it is shut but also when it is open. Where it can be held open, steps should be taken to avoid people being harmed by walking into the door</p>	OG	April 20. This will be costed and implemented.

6.4	The reception does not have colour contrast provided to the front flooring to aid people with impaired vision.	<p>Replace a section of the flooring in front of the reception desk with an alternative that is suitably colour contrasted.</p> <p>This will aid people with impaired vision when attempting to locate the reception desk.</p>	<b>M</b>	Oct 20 – carpet installation to include these.
10.4	Stairs do not have tactile warning surfaces to the top and bottom of the flights to accommodate people with impaired vision.	<p>There should be a hazard warning of tactile surfacing on the top landing of the flight of stairs that should be positioned at least 400mm from the nosing. The highest priority are the steps which are ‘open’</p> <p>This should be included at the next refurbishment for the school.</p>	<b>M</b>	See above
11.6	The lift controls feature tactile but not Braille. The control buttons are also not well contrasted against the faceplates.	<p>Deemed reasonable to retain the lack of Braille. Add colour contrast to the lift buttons to aid people with impaired vision.</p> <p>AD criteria will be satisfied if - the landing call button symbols, where provided, and lifting device control button symbols are raised to facilitate tactile reading and all call and control buttons contrast visually with the surrounding face plate, and the face plate similarly contrasts with the surface on which it is mounted</p>	<b>OG</b>	Oct 20 check alongside braille signage.
11.9	There is no colour contrast to the flooring outside the lift to aid people with impaired vision.	<p>There should be 1500mm x 1500mm contrasting texture floor finish immediately outside the lift.</p> <p>Also a lift door should contrast visually with the adjoining wall of the lift lobby. Lift doors should have an effective clear width of at least 800 mm, but at least 900 mm for buildings used by the general public.</p>	<b>M</b>	Oct 20 – carpet installation to include these.

14.7	There are no height adjustable tables provided to accommodate wheelchair users and people of short stature. This is something that could be provided once it is a specific requirement such as a pupil who requires the use of a wheelchair.	Site management to review, height adjustable table should ideally be purchased and installed for wheelchair users or people of small stature who may need to use the computing facilities.	<b>M</b>	This will be completed when required. In classrooms there are height adjustable tables located around the school that are used specifically for identified pupils.
14.8	The kitchenette within the staff room features lever taps to aid people with dexterity impairments. However there are no split height work surfaces to aid wheelchair users and people of short stature.	<p>In the event of employment of a disabled person, the kitchenettes should include disability access, i.e., a section of work top lowered to 800mm with clear space underneath to allow wheelchair access; sink unit to have lever taps fitted, and utensils included.</p> <p>This could potentially be paid/partially paid for by the Government scheme 'Access To Work'</p>	<b>N/A</b>	When required the school will look to access the government grant.