



OLD BUCKENHAM HALL

A leading co-educational preparatory school for children aged 2-13 years

Accessibility Plan 2020-2023

OBHP01

Policy owner: Headmaster
Date of Issue: December 2020
Date last reviewed: August 2022
Next review due: August 2023

Old Buckenham Hall Accessibility Plan 2020-2023

Introduction

The 2010 Equality Act and the SEND code 2015 cover discrimination in education. It requires that disabled pupils should not be treated less favourably, without justification, for a reason which relates to their disability. It also requires that reasonable adjustments are made so that disabled pupils are not put at a substantial disadvantage compared with pupils who are not disabled. The management and governance of the school as the responsible bodies must prepare:

- (a) an accessibility plan;
- (b) further such plans at such times as may be prescribed

Old Buckenham Hall has made substantial alterations and improvements over the years to improve access to all areas of the school, and all new builds or major structural improvements, are all designed with disabled access in mind. However, there remain buildings, which because of age, structure and historical importance are more difficult to improve. A three-year plan has been devised, to further improve access and facilities for disabled pupils:

- Increasing the extent to which disabled pupils can participate in the school curriculum;
- Improving the environment, wherever possible, to increase the extent to which disabled pupils can take advantage of education and associated services;
- Improving the delivery of all written information, instruction and set tasks, making sure it is differentiated for all pupils to access.

It is a requirement that the school's accessibility plan is resourced, implemented, reviewed and revised as necessary. The school will create a budget to implement the plan. This may be an explicit budget or account for within the budget of curricular or support functions of the school. A set of action plans is attached, showing how the school will address the priorities identified.

Old Buckenham Hall – Disability Access Plan (3 years)

Starting Points

The vision and values which underpin the school's plan.
Information from pupil data, consultation and the school audit.

The Main Priorities

Increasing the extent to which disabled pupils can participate in the school curriculum;

Improving the environment, wherever possible, to increase the extent to which disabled pupils can take advantage of education and associated services;

Improving the delivery of all written information, instruction and set tasks, making sure it is differentiated for all pupils to access.

Implementation

The School Governors and Senior Management Team
Management Co-ordination – Lead Team/Staff Training/Planned Budget

Access Plan

Part 1 – Increasing the extent to which disabled pupils can participate in the school curriculum.

Targets	Strategies	Outcomes	Goals to be Achieved	Target date
Carry out a school accessibility audit.	Collect information from pupil data profiles for disabled pupils. Collate the views and experiences of disabled pupils, parents and staff through the administration of a questionnaire.	Priorities established for the school's accessibility plan.	Awareness of key areas for consideration. These will be available for the INSET.	September 2021, then annually
Raise awareness and ensure compliance with the 2010 Equality Act and the SEND code 2015	Whole school INSET – staff and Governors informed of the requirements and obligations.	Departments meet to consider implications and implementation alongside the results of the school accessibility audit. Liaison takes place with Learning Support Department for best ways of working.	Departments make their curriculum and activities accessible to a wider range of pupils.	On going but to be discussed in September 2021 INSET
To plan and implement improvements and adaptations to the curriculum and extra-curricular activities.	Department planning. INSET for staff to develop skills and strategies for differentiation of work schemes to teach pupils with diverse needs due to disability. If required, increase the number of Learning Support staffing to support pupils with disabilities.	Improved access to the curriculum and extra-curricular activities. Increased staff awareness and confidence.	Fully inclusive lessons and improved access to all aspects of a subject. Increased participation in lessons and extra-curricular activities. Delivery of lectures by disabled athletes 2020. Providing access to sign language courses for Year 8 2020 and ongoing.	On-going and review annually
Ensure access to computer technology appropriate for pupils with disabilities.	ICT department audit needs and available technology. Plans include prioritised purchasing lists for technology and software required by disabled pupils; in liaison with Learning Support department. Staff trained and updated on available technology.	Departments aware of the benefits of using technology for disabled pupils and plan for its use in lessons. Pupils are able to produce work commensurate with their ability and are able to demonstrate what they have learnt.	Improved access to technology by all across the curriculum. Pupils use technology in line with requirements by CE exam access arrangements where appropriate. Purchase of 5 x Dragon software licences for access by SEND pupils (2019)	On-going and reviewed annually. ICT strategy is within the school SDP

Part 2 – Improving Access to the Physical Environment of the School.

Location	Work to Be Completed	Action By	Date to be Completed
OBH Main Entrance side door	Ramp installed	Estates Team	2021
OBH Main Entrance side door	Lower the entrance button and key pad	Electrician	2021
Dining Room	Ramp installed to left side entrance	Estates Team	2021
Rear entrance (near kitchen)	Ramp to be installed	Estates Team	2021
Laundry	Door frame adjusted and door widened to 840mm Floor to be levelled when refurbished to accommodate a ground floor visitors' disabled toilet with ramp to rear OBH hall door.	Estates Team & plumber electrician	2021/22
Elizabeth	Secondary fire escape to have handrails on both sides of ladder	Estates Team	2021
Keddington stairs to Showers	Install handrails	Estates Team	2021
Road Surface side of the dining hall near external fire escape	Repairs required to the broken up tarmac	Estates Team	2021
Path route from Colonnade to Britten Hall	New stone path installed for wheelchair access into the Britten Hall from the front of OBH	Estates Team	2021
Britten Hall entrance	Investigate door opening mechanism at wheelchair height from the outside and inside	Electrician	2021/22
BH disabled toilet	Replace twist lock and cistern flush lever	Estates Team	Dec 2020
BH Rear fire exit	Clear all items immediately	Estates Team	Nov 2020
BH rear fire exit path	Extend path around from rear to allow wheelchair access	Estates Team	2021
BH storerooms	Adequate shelving installed to clear all fire escape routes	Estates Team	Nov 2020
Path to chicken run	Install a path to allow pedestrian access to chickens	Estates Team	2021/22
LSU Main door and lobby	New wider front door installed and open up the lobby entrance. Rear storage room to be refurbished as a ground floor toilet and changing room for mobility impaired children. Also can be used as an accessible triage/assessment room for the Nurse.	Estates Team	2021/22

	THIS CAN ONLY BE ACTIONED ONCE A NEW MARKETING STORAGE AREA IS LOCATED		
Long Classrooms external path	Stones to be re-laid slightly higher level to LSU entrance and reducing the step into the Long Classrooms	Estates Team	Summer 2021
Ivy Dance Studio	Ramp installed to rear-side entrance	Estates Team	Summer 2021
Rear fire exit to the Stage (Music Centre)	Clear all items immediately	Estates Team	Nov 2020
Music Classroom Stage stairs	Install handrails	Estates Team	2021
Food Science Portacabin	Investigate installation of lighting to rear steps	Estates Team	2021/22
Food Science Portacabin	Handrail installed to steps	Estates Team	2021
Common Room Portacabin	Extend the handrail down the steps	Estates Team	2021
Sewell Disabled toilet	Twist lock handle should be replaced	Estates Team	2021
Sewell second floor flat	Handrail to staircase required	Estates Team	Spring 2021
Girls Changing Room & one of the Yr 3 & 4 classrooms	Raised tarmac thresholds to main entrances	Estates Team	2021
Dragonfly path	Relay cobbles or other more suitable pathing	Estates Team	Term time 2021
DT Entrance	Ramp installed	Estates Team	2021
DT Computer room	Step to be built	Estates Team	2021
Science Class Door Threshold	Threshold to be levelled	Estates Team	2021
Pre Prep Disabled Toilet	Install an emergency pull cord	Estates Team	2021
Reception & Nursery classrooms side exits	Ramps to be installed	Estates Team	2021
Pavilion	Ramped entrance (is this used for storage only?)	Estates Team	2021
	SUMMARY OF WORK TO BE COMPLETED 9 RAMPS TO BE BUILT 6 HAND RAILS TO BE INSTALLED 8 STONE OR TARMAC PATHS TO BE RE-LAID/REPAIRED, OR THRESHOLDS LEVELLED 2 ELECTRONIC DOOR MECHANISIMS INSTALLED 2 DISABLED TOILET HANDLES REPLACED & PULL CORD 2 DOOR FRAMES WIDENED LIGHTING INSTALLED TO REAR OF FOOD SCIENCE		

Part 3 – Improving the delivery of all written information

Targets	Strategies	Outcomes	Goals to be achieved	Target date
<p>Review/audit of all written information given to pupils. Establish if there are, currently, any issues that affect disabled pupils accessing this information. Establish their requirements and preferences.</p>	<p>Interview/questionnaire to collect information on current practice and disabled pupils experience. Interview/questionnaire of parents/carers experience. Interview/questionnaire all staff on current ways of differentiating curriculum. Use professional documentation held on pupils with SEN, School Action, School Action + and/or on Learning Support lists; to assess differentiation of the written word.</p>	<p>Pupils, parents and staff are able to express requirements and preferred ways of working. Information disseminated to staff, parents and pupils on alternative ways of delivery the written word.</p>	<p>School has a detailed picture of the needs of individual pupils and alternative arrangements/formats to be used.</p>	<p>Ongoing</p>
<p>Ensure that disabled pupils and teaching staff are aware of their right to request written information in alternative formats.</p>	<p>Section in staff, parent/carers and pupils' handbooks referring to access to written information in alternative formats. INSET – disability and using alternative formats to deliver written information. All staff (admin and teaching) given access to the school data base which lists identified pupils and the necessary adjustments with regards to written information.</p>	<p>Department policies recognise and set out how written information will be made available to disabled pupils.</p>	<p>Written information made available in alternative formats as required or preferred.</p>	<p>Ongoing</p>
<p>Information to parents is offered in alternative formats.</p>	<p>Liaison between Admin and ICT departments on various alternative formats for presenting information.</p>	<p>Updated school website.</p>	<p>School prospectus and documents for parents are made available in large print and electronic versions.</p>	<p>Ongoing</p>