



The Coppice Primary School Accessibility Plan

Written by:	Callum McGarry SENCO
Approved by Trustees:	Oct 2024
Date for Review:	Oct 2027

The Accessibility Plan aims to reflect and complement current legislation with a particular focus on what is recorded in Part 2, Section 6 of The Equality Act 2010:

1. A person...has a disability if—
 - (a) (he or she) ...has a physical or mental impairment, and
 - (b) the impairment has a substantial and long-term adverse effect on...(their)...ability to carry out normal day-to-day activities.

At the Coppice Primary School, this Accessibility Plan is aimed at making our school site as easily accessible as possible to ensure equality and inclusion for all our pupils, parents and carers, staff and trustees. Within this plan, we aim to include reasonable adjustments to accommodate everyone's needs where practicable. This plan also includes realistic, timely actions that can be made to our school grounds, the delivery of our written and ICT communications, school curriculum and resources used in school.

This Accessibility Plan should be read alongside the following policies and documents:

- Health and Safety Policy
- Curriculum Policy
- SEND Policy
- Admissions Policy
- Equal Opportunities Statement/Policy
- Behaviour Policy
- Emergency Plan

Relevant reviews and audits will be carried out in a timely manner in order to inform accessibility planning. This plan will be published on our school website.

It is a requirement that the school's accessibility plan is resourced, implemented, reviewed and revised as necessary and reported annually. Attached is a set of action plans showing how the school will address the priorities identified in the plan.

Action Plan A: Improving physical access.

Issue raised	Recommendations	Time Scale	Priority	Date Completed	Responsibility
1. Investigate whether a ramp is needed by the fire exit from the hall.	Discuss with Health and Safety advisor. SENCO to liaise with Site Manager and SBM.	End of Summer Term 2026	Medium		Mr Hutt (Headteacher) Mr Webster (SBM) Mr Mace (Site Manager) Mr McGarry/Mrs Heptinstall (SENCO)
2. Entrance and exit to Year 6 classrooms require a step up into the rooms.	SENCO to discuss with SBM and Site Manager regarding inputting ramps. Obtain cost/quotes for inputting ramps. Investigate if the door entry needs highlighting for visually impaired people.	End of Summer Term 2026.	Low		Mr Hutt (Headteacher) Mr Webster (SBM) Mr Mace (Site Manager) Mr McGarry/Mrs Heptinstall (SENCO)
3. Dated, paved outdoor space being turned into a sensory garden with plants and water feature.	SENCO to liaise with Thrive team and PPA regarding the sensory area. SENCO to liaise with external contractors regarding the space. Introduce sensory textures (fake grass) and sounds to appeal to senses.	Ongoing – quotes being gathered.	Medium	Completed: Summer Term 2023	Mr Hutt (Headteacher) Mr Webster (SBM) Mr Mace (Site Manager) Mr McGarry/Mrs Heptinstall (SENCO) External contractors PTA
4. Safety gate into Nursery needs to be replaced with a gate that has no base.	SENCO to find a safety gate that allows access for nursery children and staff to get in and out of the room with ease.	Immediate (Alarm has been attached until resolved)	High	Week beginning: 13.12.21	Mr Hutt (Headteacher) Mr Webster (SBM) Mr Mace (Site Manager) Mr McGarry/Mrs Heptinstall (SENCO)
5. Exit to the outdoor play area in the Nursery needs securing with a ramp.	Investigate what type of ramp can fit into the location and how it will affect drainage and movement within the space.	End of Summer Term 2026.	High		Mr Hutt (Headteacher) Mr Webster (SBM) Mr Mace (Site Manager) Mr McGarry/Mrs Heptinstall (SENCO)
6. Entrance to the sunshine room has a high door clearance.	SENCO to liaise with Site Manager and Health and Safety advisor regarding a plan of action for this room access.	End of Summer Term 2026.	Medium		Mr Hutt (Headteacher) Mr Webster (SBM) Mr Mace (Site Manager) Mr McGarry/Mrs Heptinstall (SENCO)

7. Step into the conservatory needs to be replaced with a ramp.	Liaise with Site Manager, SBM and contractors to receive quotes for changing these.	End of Summer Term 2026.	Medium		Mr Hutt (Headteacher) Mr Webster (SBM) Mr Mace (Site Manager) Mr McGarry/Mrs Heptinstall (SENCO) External Contractors
8. Step into the ICT room needs to be replaced with a ramp.					
9. Step into classroom needs to be replaced with a ramp.					
10. Step into classroom needs to be replaced with a ramp.					
11. Step into classroom needs to be replaced with a ramp.					
12. The size of the playground and the quiet zone needs updating to fit to needs and size of the school.	Liaise with SBM, SLT and Site Manager about making the playground area more accessible. Amending the current quiet area to be separate in some way to ensure that those children needing sensory breaks have access to this area.	Ongoing – quotes being sought.	Medium – quotes being gathered.	Completed: Summer Term 2023 MUGA ongoing (September 2023)	Mr Hutt (Headteacher) Mrs Ashwell (Deputy Headteacher) Mr Webster (SBM) Mr Mace (Site Manager) Mr McGarry/Mrs Heptinstall (SENCO)
13. Access to the KS1 girls' toilets – a significant step into the toilets.	Liaise with SBM, SLT and site manager to ensure access to the playground is safe and easy for all.	End of Summer Term 2026.	Medium – quotes being gathered.		Mr Hutt (Headteacher) Mrs Ashwell (Deputy Headteacher) Mr Webster (SBM) Mr Mace (Site Manager)

					Mr McGarry/Mrs Heptinstall (SENCO)
14. Steps into the Year 2 classrooms need to be replaced with a ramp.	Liaise with SBM, SLT and site manager to ensure access to the playground is safe and easy.	End of Summer Term 2026.	High – quotes being gathered.		Mr Hutt (Headteacher) Mrs Ashwell (Deputy Headteacher) Mr Webster (SBM) Mr Mace (Site Manager) Mr McGarry/Mrs Heptinstall (SENCO)
15. Steps by the KS1 and EYFS area may need replacing with a ramp.	Liaise with SBM, SLT and site manager to ensure access to the playground and EYFS is safe and easy. Site manager has noted that the guttering in the EYFS play area may need to be relocated due to flooding in that area.	End of Summer Term 2026.	Medium		Mr Hutt (Headteacher) Mrs Ashwell (Deputy Headteacher) Mr Webster (SBM) Mr Mace (Site Manager) Mr McGarry/Mrs Heptinstall (SENCO)

Action Plan B: Website Accessibility

Issue raised	Recommendations	Time Scale	Priority	Date Completed	Responsibility
1. 3 'clicks' to access SEND information on the school website currently.	Devise a new website look with ease of access to SEND. Ensure all key information is uploaded on there (SEN Information Report, Accessibility Plan, SEND Policy).	Ongoing – meeting with web designers. End of Spring Term 2022.	High - ongoing	Week Beginning: 10.1.22	Mr Hutt (Headteacher) Mrs Ashwell (Deputy Headteacher) Mr Webster (SBM) Mr McGarry/Mrs Heptinstall (SENCO) Ms Juneman (ICT Co-ordinator) External website developer.
2. Create videos to support families on the website to help them navigate it more easily and for parents/carers with literacy difficulties.	Liaise with SLT and subject specialists to discuss using video tours of the school grounds. Create staff video guides of their subject area and year group. Create SEND Team video, guiding parents to navigate the website. Liaise with Ms Juneman (ICT Co-ordinator) to help record videos.	End of Summer Term 2027.	Medium		Mr Hutt (Headteacher) Mrs Ashwell (Deputy Headteacher) Mr Webster (SBM) Mr McGarry/Mrs Heptinstall (SENCO) Ms Juneman (ICT Co-ordinator) Subject Leaders. External website developer.
3. Ensure that the website offers ways to read the information in larger fonts to support visually	Liaise with Ms Juneman (ICT Co-ordinator) and website developer to allow for the website to be read more easily. Discuss with SBM and SLT how this will look on the website.	End of Summer Term 2027.	Medium – ongoing		Mr Hutt (Headteacher) Mrs Ashwell (Deputy Headteacher) Mr Webster (SBM) Mr McGarry/Mrs Heptinstall (SENCO) Ms Juneman (ICT Co-ordinator) External website developer.

impaired parents/carers.					
4. Parents/carers with language barriers may struggle to understand the website information if we don't offer translatable access to the website.	<p>Liaise with school office staff and SBM to understand languages being used outside of school by our families.</p> <p>Liaise with the external website developer, ICT Co-ordinator, SBM and SLT to ensure these links are in place.</p> <p>Research the types of language/translation software that are available to schools.</p>	End of Summer Term 2027.	Medium		<p>Mr Hutt (Headteacher)</p> <p>Mrs Ashwell (Deputy Headteacher)</p> <p>Mr Webster (SBM)</p> <p>Mr McGarry/Mrs Heptinstall (SENCO)</p> <p>Ms Juneman (ICT Co-ordinator)</p> <p>External website developer.</p>

Action Plan C: Curriculum Accessibility

Issue raised	Recommendations	Time Scale	Priority	Date Completed	Responsibility
1. Scaffolding learning: needing to ensure that universal and quality first teaching is taking place throughout all lessons and is accessible by all learners.	SLT/SENCO to monitor and advise on provision needed for high quality teaching. SENCO to produce a 'tool kit' for quality first teaching strategies that can be put in place to support staff.	Ongoing – End of Summer Term 2027.	High	Ongoing: October 2023 Continued adding to toolkit for staff to use, Summer 2024.	Mr Hutt (Headteacher) Mrs Ashwell (Deputy Headteacher) Mr Laight (Senior Assistant Headteacher) Mr McGarry/Mrs Heptinstall (SENCO)
2. Staff training, support and monitoring in the implementation of Provision Map reviews and planning for interventions.	SENCO's to train, monitor and support staff regarding this on a half termly basis during a staff meeting. SENCO's to share the graduated response and tool kits with staff to support them in their strategies of multi-sensory teaching.	Ongoing – End of Summer Term 2027.	High - ongoing	Ongoing: October 2023	Mr Hutt (Headteacher) Mrs Ashwell (Deputy Headteacher) Mr Laight (Senior Assistant Headteacher) Mr McGarry/Mrs Heptinstall (SENCO)

<p>3. Staff training in supporting children with SEND. Focusing on areas: SLCN, ASD, Dyslexia, Dyspraxia.</p>	<p>Use of National college to support staff training. Use of NASEN and Virtual SEND Conference to support teachers through CPD. SENCO's to deliver training to staff and offer strategies to apply at the universal level. Liaise with SLT to ensure that strategies mirror 'Walkthrus' strategies for teaching and learning.</p>	<p>Ongoing – End of Summer Term 2025.</p>	<p>High - ongoing</p>		<p>Mr Hutt (Headteacher) Mrs Ashwell (Deputy Headteacher) Mr Laight (Senior Assistant Headteacher) Mr McGarry/Mrs Heptinstall (SENCO)</p>
<p>4. Subject leaders need to audit resources for ease of access.</p>	<p>SENCO to meet subject leaders and discuss resources and ease of access for all learners. Liaise with SLT to check that resources are in line with the teaching and learning policy. Speak to Year Group Leaders and discuss areas of weakness with regards to provision and how Subject Leaders could support.</p>	<p>End of Summer Term 2025.</p>	<p>Medium - ongoing</p>		<p>Mr Hutt (Headteacher) Mrs Ashwell (Deputy Headteacher) Mr Laight (Senior Assistant Headteacher) Mr McGarry/Mrs Heptinstall (SENCO) Subject/Year Group Leaders</p>