

# The Federation of Our Lady Queen of Martyrs & St Joseph's Catholic Primary Schools



*“Living, loving and learning together,  
with our eyes focused on Jesus.”*

## Accessibility Plan - STJ 2023 - 2026

**‘The convention applies to everyone: whatever their race, religion or abilities, whatever they think or say, whatever type of family they come from.’**

Article 2 of the United Nations Convention on the Rights of the Child

**‘The best interests of the child must be a top priority in all things that affect them.’**

Article 3 of the United Nations Convention on the Rights of the Child

Part of the Bishop Wilkinson Catholic Education Trust  
Company Registration Number 07890590

This plan should be viewed in conjunction with the Accessibility Policy.

### Aims and Objectives

Our Aims are 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



**Bishop Wilkinson**  
Catholic Education Trust  
Through Christ, in Partnership

- better advantage of education, benefits, facilities and services provided
- Improve the availability of accessible information to disabled pupils

Our objectives are detailed in the Action Plan below:

### **Access Audit**

The school is a one storey building with wide corridors and several access points from outside. There is a lift, which can accommodate a large wheelchair, whereby access to an upper level can be reached. In order to access this lift, a detour around part of the outside of the school must be taken. When necessary, this lift is maintained on a regular basis through a service agreement. School staff are trained in the operation of the lift when relevant. Training is reviewed annually or when necessary (e.g. a new pupil enters the school).

On-site car parking for staff and visitor includes one dedicated disabled parking bay. Two out of four entrances to the school are either flat or ramped. The main entrance features the reception hatch, which is accessible to wheelchair users. There is one accessible toilet fitted with a handrail and a pull emergency cord.

### **Management, coordination and implementation**

We will consult with experts when new situations regarding pupils with disabilities are experienced.

The Local Governing Committee and Senior Leadership Team will work closely with the Local Authority and Diocese.

**6. Action Plan** - This action plan sets out the aims of our accessibility plan in accordance with the Equality Act 2010.

**Aim 1: To increase access to the curriculum for pupils with a disability**

CURRENT GOOD PRACTICE	OBJECTIVES	ACTIONS TO BE TAKEN	PERSON RESPONSIBLE	DATE TO COMPLETE ACTIONS BY
<ul style="list-style-type: none"> <li>• Our school offers a differentiated curriculum for all pupils</li> <li>• We use resources tailored to the needs of pupils who require support to access the curriculum</li> <li>• Curriculum progress is tracked for all pupils, including those with a disability</li> <li>• Targets are set effectively and are appropriate for pupils with additional needs</li> <li>• The curriculum is reviewed to ensure it meets the needs of all pupils</li> <li>• Advice from specialist advisory teachers is sought as soon as need arises</li> <li>• Disabled pupils participate in extra-curricular activities including breakfast and after school clubs</li> <li>• Medical information is shared, and training undertaken by the majority of staff, so that children may be fully included in all areas of school life</li> </ul>	To liaise with Nursery providers to review potential intake for Sept	To identify pupils who may need additional to or different from provision for Reception Intake	SLT SENCO	May- Sept 2026
	To review all statutory policies to ensure that they reflect inclusive practice and procedure	To comply with the Equality Act 2010	SLT	Ongoing from 2023 to 2026
	To establish close liaison with parents	To ensure collaboration and sharing between school and families.	All Staff	Ongoing from 2023 to 2026
	To establish close liaison with outside agencies for pupils with on-going health needs.	To ensure collaboration between all key personnel	SLT SENCO	Ongoing from 2023 to 2026
	To ensure full access to the curriculum for all	Seek advice from specialist advisory teachers as soon as need arises  CPD for staff as needs arise  Use of interactive ICT equipment to aid children as needs arise  Specific equipment sourced from occupational therapy as required  All out of school activities planned to ensure, where reasonable, participation of all pupils.  Risk Assessments in place to include all children in school trips where possible.	SLT	Ongoing from 2023 to 2026
	To finely review attainment of all SEN pupils.	SENCO/Class teacher meetings/Pupil progress  Scrutiny of assessment system	SENCO Teachers	Ongoing from 2023 to 2026

CURRENT GOOD PRACTICE	OBJECTIVES	ACTIONS TO BE TAKEN	PERSON RESPONSIBLE	DATE TO COMPLETE ACTIONS BY
		Regular liaison with parents		
	To promote the involvement of disabled students in classroom discussions/activities	<p>Within the Curriculum, the school aims to provide full access to all aspects of the curriculum by providing (where appropriate)</p> <ul style="list-style-type: none"> <li>✓ Wheelchair access</li> <li>✓ Screen magnifier software for the visually impaired</li> <li>✓ Features such as sticky keys and filter keys to aid disabled users in using a keyboard</li> <li>✓ Giving alternatives to enable disabled pupils to participate successfully in lessons</li> <li>✓ Creating positive images of disability within the school so that pupils grow into adults who have some understanding of the needs of disabled people.</li> </ul>	Whole school approach	Ongoing from 2023 to 2026
	To evaluate and review the short and medium targets annually	See above	SLT, Governors	Annually
	To deliver findings to the Governing Body	Report for governors	SLT, LGC meetings	Annually Termly SEN Governor / SENCO meetings

## Aim 2: Improve and maintain access to the physical environment of the school

CURRENT GOOD PRACTICE	OBJECTIVES	ACTIONS TO BE TAKEN	RESPONSIBLE	DATE TO COMPLETED
<ul style="list-style-type: none"> <li>• The environment is adapted to the needs of pupils as required. This includes: <ul style="list-style-type: none"> <li>✓ Ramps</li> <li>✓ Corridor width</li> <li>✓ Disabled toilets and changing facilities</li> </ul> </li> </ul>	Improve physical environment of school	The school will take account the needs of pupils, staff and visitors with physical difficulties and sensory impairments when planning and undertaking future improvements and refurbishments of the site and premises.	SLT	Ongoing from 2023 to 2026
	Ensure visually appropriate environments for all children	Calm, high contrast displays in classrooms and inviting role play areas.	Teaching and non-teaching staff	Ongoing from 2023 to 2026

<ul style="list-style-type: none"> <li>✓ Library shelves at wheelchair-accessible height</li> <li>✓ handrails</li> <li>✓ tactile under foot surfacing</li> <li>✓ nosing on steps</li> <li>✓ high contrast edging throughout school</li> <li>✓ highlighted difference in grading</li> </ul>	<p>Ensuring all with any form of disability are able to be involved in all school activities</p>	<p>Create access plans for individual disabled children as part of SEND process</p> <p>Undertake confidential survey of staff and governors to ascertain access needs and make sure they are met in the school and meetings etc.</p> <p>Include questions in the confidential pupil information questionnaire about parents/carers' access needs and ensure they are met in all events</p>	<p>SLT</p> <p>Teaching and non-teaching staff</p>	<p>Ongoing from 2023 to 2026</p>
	<p>To ensure that the medical needs of all pupils are met fully within the capability of the school.</p>	<p>To conduct parent interviews, liaise with external agencies, identifying training needs and establish individual protocols where needed.</p>	<p>Head Teacher, SLT Occupational health School nurse</p>	<p>Ongoing from 2023 to 2026</p>
	<p>Ensuring disabled parents have every opportunity to be involved</p>	<p>Utilise disabled parking spaces for disabled to drop off &amp; collect children</p> <p>Arrange interpreters from the RNID to communicate with deaf parents (if needed)</p> <p>Offer a telephone call to explain letters home for some parents who need this</p> <p>Use different size text in letters for those with visual impairments</p> <p>Adopt a more proactive approach to identifying the access requirements of disabled parents</p>	<p>Head Teacher, SLT</p>	<p>Ongoing from 2023 to 2026</p>
	<p>Continue to ensure all disabled pupils/staff/visitors can be safely evacuated</p>	<p>Personal Emergency Evacuation Plan (PEEP) for all pupils/staff with difficulties is in place</p> <p>Ensure all staff are aware of their responsibilities</p> <p>All disabled pupils and staff working alongside them are safe in the event of a fire</p>	<p>Head Teacher, SLT</p>	<p>Ongoing from 2023 to 2026</p>
	<p>Continue to develop playgrounds and facilities.</p>	<p>Design playground so that it accounts for differing needs and provides a quiet area for children who require this provision</p> <p>Quiet areas to be developed to the side of KS2 playground</p>	<p>SLT</p>	<p>Ongoing from 2023 to 2026</p>

		<p>Make sure that all mid-day staff are aware of individual children's needs so they can be directed to supportive play and to support vulnerable pupils effectively</p> <p>Investigate funding opportunities</p>		
	Fire alarm supplemented by visual system	Discuss current alarm with fire professional regarding appropriateness of current system.	SLT	Ongoing from 2023 to 2026

### Aim 3: Improve the delivery of written information to pupils, staff, parents and visitors with disabilities

CURRENT GOOD PRACTICE	OBJECTIVES	ACTIONS TO BE TAKEN	PERSON RESPONSIBLE	DATE TO COMPLETE ACTIONS BY
<p>Our school uses a range of communication methods to ensure information is accessible. This includes:</p> <ul style="list-style-type: none"> <li>• Internal signage</li> <li>• Large print resources</li> <li>• Texts</li> <li>• Tweets</li> <li>• E-mail</li> </ul>	Review all school policies, procedures and plans to ensure that our vision and value statements are explicit within them and they are accessible to all stakeholders	<p>Provide information, policies, plans and letters in clear print in "simple" English</p> <p>Ensure website and all document accessible via the school website can be accessed by the visually impaired.</p>	SLT	Ongoing from 2023 to 2026
	Create and maintain an accurate database of pupils, staff and parents / carers with identified disabilities	<p>Continue to develop the request for accurate information on children's needs regarding disabilities</p> <p>Develop the MIS system to acknowledge the disability needs of parent/carers and the potential requirement of school support</p>	SLT Office Staff	Ongoing from 2023 to 2026
	Continue to ensure that school prospectus, school newsletters and other information for parent/carers is available in alternative formats	<p>Review all current school publications and promote the availability in different formats for those that require it</p> <p>Translation facility available on school website.</p>	SLT Office Staff	Ongoing from 2023 to 2026

