



Accessibility Plan 2016 - 2019

Oakham School is committed to providing a fully accessible environment to meet the needs of its pupils, staff, parents and visitors. This Accessibility Plan is drawn up in accordance with the following:

Equality Act 2010, Schedule 10 – Accessibility for disabled pupils, clauses 3 & 4:

3. (1) The responsible body of a school in England and Wales must prepare:
 - (a) an accessibility plan
 - (b) further such plans at such times as may be prescribed
 - (2) An accessibility plan is a plan for, over a prescribed period:
 - (a) increasing the extent to which disabled pupils can participate in the school's curriculum,
 - (b) improving the physical environment of the school for the purpose of increasing the extent to which disabled pupils are able to take advantage of education and benefits, facilities or services provided or offered by the school, and
 - (c) improving the delivery to disabled pupils of information which is readily accessible to pupils who are not disabled.
 - (3) The delivery in sub-paragraph (2)(c) must be:
 - (a) within a reasonable time
 - (b) in ways which are determined after taking account of the pupils' disabilities and any preferences expressed by them or their parents
 - (4) An accessibility plan must be in writing.
 - (5) The responsible body must keep its accessibility plan under review during the period to which it relates and, if necessary, revise it.
 - (6) The responsible body must implement its accessibility plan.
4. (1) In preparing the accessibility plan, the responsible body must have regard to the need to allocate adequate resources for implementing the plan.

The plan should be read in conjunction with the following policies:

- Health and Safety Policy
- Admissions Policy
- Pastoral Care Policy
- Aims of the School General Policy
- Security Policy
- Estates plan of Works

Development Area	Overall goal	Strategies for delivery	Actions required	Date Required
Strategic Planning	Ongoing development of this 3-year accessibility plan (taking account of Schedule 10 of the Equality Act 2010)	Review of accessibility plan by Director of Operations and Strategic Planning (DOSP), Deputy Head, Deputy Head - Academic, Estates Bursar and Health and Safety Officer drawing together all the relevant areas –admissions, curriculum, information, employment and physical environment	Reviewed annually (next review by June 2019)	Review undertaken June 2016
Admissions	<p>1. To ensure the School uses an Admissions Policy that is legally compliant.</p> <p>2. To ensure that the School's forms and application procedures highlight any candidate's needs for 'any reasonable adjustments' required 'in relation to entrance examination, visiting day or entry to the school'.</p>	<p>1. Review the model admissions policy from the ISBA and adapt current policy.</p> <p>2. Review the School's forms and procedures</p>	<p>1. Annual review to be completed by Registrar and HM by July 2016 for inclusion of policy in next Current Information Booklet part of prospectus.</p> <p>Ensure the policy is accessible on our website allowing for a shorter version to be published in the Current Information Booklet of our prospectus.</p>	<p>1. Admissions Policy reviewed in June 2016 to be in place by September 2016 and available both online and in Current Information Booklet.</p> <p>2. All forms to be reviewed annually in light of Admissions Policy as the new dates are published annually to which these forms pertain.</p> <p>4. Admissions visits highly personalised: visit routes amended to account for disabled parents/pupils</p>

Development Area	Overall goal	Strategies for delivery	Actions required + date	Implemented (date)
Curriculum Delivery Academic	1. To enable pupils to access/receive and apply the curriculum. 2. To enable pupils to become independent and confident learners. 3. To support Specific Learning Difficulties within the context of the School's academic curriculum offering.	1. The School provides a Learning Support (LS) department staffed by specialist teachers. 2. LS. teachers have varied skills covering curriculum demands at all levels. 3. Guidance is obtained from outside specialists when necessary. 4. Regular communication between pupils, Learning Support staff, House and academic staff and parents re progress and assessment. 5. Regular liaison between Deputy Head – Academic and Heads of School monitoring all year groups' academic progress via Review system. 6. Liaison between LS dept and Exams Office to ensure appropriate arrangements are made for pupils with SpLD to have access to public examinations. 7. Provision made for exam access arrangements: extra time, computer use, read aloud, rest breaks. 8. Make written material/communication available in alternative formats 9. Classrooms can be arranged to provide more space for disabled students	1. LS department to continue to provide appropriate and suitable support to all pupils who require it, across the year groups. [Ongoing] 2. LS department to support all subjects across the curriculum. [Ongoing] 3. Continue to improve the identification process for SpLD pupils from the initial contact with the pupils until they leave.[Ongoing] 4. "Link teachers" established between academic departments and LS dept (during 2061-17 academic year and ongoing) 5. SEN is provided free of charge to pupils, in accordance with legislation.	1 & 2. Pupils in the School, including SpLD pupils, are achieving well across the ability range. The majority make good progress relative to ability, confirmed by GCSE, AS and IB results. 1 & 2. Department Review of LS dept between Deputy Head - Academic and HoD (annually). Appraisal of LS teachers by HoD. 3. Regular inspection of exam access arrangements. 3. Procedure to monitor use of extra time in lessons / internal school examinations instigated to provide evidence to support access arrangements for academic year 2016 -2017 3. HoDs' training to support the above (December 2016)

Development Area	Overall goal	Strategies for delivery	Actions required + date	Implemented (date)
Curriculum Delivery Academic (continued)		9. Agreed convention of classroom swaps as necessary to ensure ground floor location of lessons. 11. Neuro Developmental Delay programme and Irlen Syndrome diagnosis and treatment support the above. 12. Regular staff training in SEN issues: academic staff induction; HoDs' meetings; guidance issued by SENCO. 13. SpLD information available to all staff: SEN register; notes for guidance for teachers on intranet. 14. IT programmes to support learning in LS dept. 15. Regular specific INSET training for LS staff. 16. Liaison re teaching and learning between LS dept and academic departments. 17. Curriculum adjustments for SpLD pupils as advised by SENCO.		

Development Area	Overall goal	Strategies for delivery	Actions required + date	Date Required/Complete
Curriculum Delivery Extra-curricular	<p>1. To enable pupils to access/receive and apply the extra curriculum as far as is reasonable and possible.</p> <p>2. To enable pupils to become independent and to enhance their learning in the broadest sense.</p>	<ol style="list-style-type: none"> 1. A full extracurricular programme offering very broad choice 2. Role of tutors in overseeing the programme of individual pupils, thereby enabling them to make choices that suit their circumstances at a given time. 3. Tailoring of Games options for those pupils for whom adjustment is required (e.g. no 'contact' sports) 4. Training of staff e.g. with regard to use of epipens. 5. An established process of risk assessment, enabling colleagues to consider the needs of individual pupils and how they can be managed within the confines of a given trip or activity. 	<ul style="list-style-type: none"> • Full review of activities programme • Ongoing population of the Filemaker database so that colleagues running trips can access needs of individual pupils (e.g those needing epipens.) • Thorough risk assessments for each outdoor trip and activity completed by trip leader with specific consideration given to needs of individual pupils in conjunction with the Medical Centre/House Master if applicable. 	<p>Range of activities provided, documented in Red Book for each term</p> <p>Trip Leaders can access Filemaker for pupil information or speak directly to the Medical Centre</p> <p>Risk assessments completed for all trips in advance of departure. Medical Centre consulted to ensure any pupil specific requirements are accommodated.</p>

Development Area	Overall goal	Strategies for delivery	Actions required	Date Required/Complete
Physical access	1. Improve Disabled access to all buildings.	<ul style="list-style-type: none"> • Complete DDA survey on all new buildings, major refurbishments and Extensions, and incorporate required actions in schemes. • Ensure all key buildings have DDA audit and individual action plan to address any areas that could cause access problems. 	<p>DDA Survey to be completed</p> <p>Ramps required for Chapel, Round House, School House, Littles, and Rushebrookes. Replacement ramp required for the Medical Centre</p> <p>Dropped kerb required outside the Barraclough</p> <p>Disabled parking space required for Barraclough area to service IT, QET and Barraclough</p>	<p>DDA survey completed February 2016 by Estates/Health and Safety Officer (see Appendix 1 for details)</p> <p>With Estates Department for completion by end of Summer 2016</p> <p>Will be completed with kitchen refurbishment, Summer 2016</p> <p>Completed Easter 2016</p>
Physical access	2. Improve signage to all buildings	<ul style="list-style-type: none"> • Review current building signs and directional signs. • Develop strategy for new signage 	<ul style="list-style-type: none"> • Review typeface, raised letters, colour contrasts, size and locations of all signs - by September 2013 • Develop a school wide strategy - Jan 2014 • Agree proposal with SLT • Budget for new signs throughout School • Roll out 	Review complete

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Physical Access (continued)	3. Ensure hearing loops are fitted to all major lecture theatres and meeting rooms in future building projects.	<ul style="list-style-type: none"> Fit static hearing loops to areas with large capacity/public areas 		
	Disabled parking	<ul style="list-style-type: none"> Ensure key areas have designated disabled parking – public areas 	Include as part of new building projects, identify other areas through DDA	<ul style="list-style-type: none"> Sports Hall – project due to complete September 2016 Barracough parking bay – completed Easter 2016
	Ensure fire alarms in key meeting areas can alert all pupils, staff and visitors.	<ul style="list-style-type: none"> Fit beacons which flash if the fire alarm is activated, alerting those with hearing difficulties. 	<ul style="list-style-type: none"> Beacons already in place in the Barracough and Sports Hall, Roll out to QET 	<ul style="list-style-type: none"> To be planned in with Estates Department
	Ensure Disabled toilets are available and accessible for pupils, visiting parents and others	<ul style="list-style-type: none"> Disabled toilets installed in all new build projects Existing disabled toilets to be checked to ensure ramp access outside from the curb is in place or a temporary ramp is available 	<ul style="list-style-type: none"> Ensure adequate disabled facilities included in designs for all new School buildings Audit of existing disabled facilities and access routes in conjunction with DDA audit above 	<ul style="list-style-type: none"> Business School project due to complete September 2016

Updated – June 2016

Appendix 1 DDA Survey findings – February 2016

Facility	Designated Parking	Dropped Kerbs	Level Access	Disabled Toilet	Automated Doors	Disabled Lift	Comments
Chapel	Parking in Chapel Close	n/a	Ramp required	Toilet in School House	n/a	No – no access to upper seating area	
School House	Parking in Chapel Close	n/a	Ramp required	Yes	Bowes room toilets	No – no access beyond Ground floor	
Round House	Parking in Chapel Close	No – ramp required from parking area	Yes	In School House	n/a	No – no access beyond Ground floor	
Littles	Parking in Chapel Close	No – ramp required from parking area	No – no access possible beyond entrance due to stairs	In School House	n/a	No – No access to any floor	
Wharflands	Disabled Parking	n/a	Yes	Disabled toilet in Science Building	n/a	No – no access beyond Ground floor	
Stevens	Disabled parking bay in Barraclough area. Reserved spaces available outside House	n/a	Yes	Disabled toilet in Science Building	n/a	n/a	Building has capacity to be adapted for disabled pupil on Ground floor
Science	Disabled parking bay in Barraclough	N/a	Yes, however, no level access from Sports Science fire escape	Yes	Yes, however, currently isolated due to door fault	Yes, however, no access to Biology 1 st floor from lift	

Facility	Designated Parking	Dropped Kerbs	Level Access	Disabled Toilet	Automated Doors	Disabled Lift	Comments
Library	Disabled parking bay in Barraclough	n/a	Yes	Disabled toilet in Science Building	No	No – No access to 1 st floor	
Barraclough	Disabled parking bay at front of building (installed April 2016)	Yes – installed July 2016	Yes, from path by main gate	Yes	No	No – No access to Common Room or Reprographics	
IS	Disabled parking bay in Barraclough	n/a	No – step up to doorway	No	No	No – no access to 1 st floor	
Music	Disabled parking bay in Barraclough	Yes	No – step up to doorway	No – Science or Barraclough	No	No	
Deanscroft	No	No	No	No	No	No	
Buchanans	No	Yes	Yes	No	No	No	
Rushebrookes	No	Yes	No – ramp required	Yes	No	No	
Hambleton/Gunthorpe	Yes	Yes	Yes	No	No	No – no access to 1 st floor	
Barrow/Clipsham	Yes	Yes	Yes	No	No	n/a	
Peterborough	No	No	Yes	Yes	No	No – no access to upper floors	
Lincoln	No	No	No	No	No	No– no access to upper floors	
Ancaster	No	No	No	No	No	No– no access to upper floors	
Sargants	No	No	No	No	No	No– no access to upper floors	

Facility	Designated Parking	Dropped Kerbs	Level Access	Disabled Toilet	Automated Doors	Disabled Lift	Comments
CCF	No	No	Yes	No - BAFS closest facility	No	n/a	
Haywoods	No	No	Yes	No – BAFS closest facility	No	No – no access to upper floors	
Chapmans	No	No	Yes	No	No	No – no access to upper floors	
BAF Pavilion	Yes	Yes	Yes	Yes	No	Yes	
Sports Centre	Yes	No	Yes – via rear fire escape	No	No	No	
Art & Design	Yes – Wharflands car park	No	Yes	Yes	No	Yes – within Richard Bull centre only	
Kilburn Cottage	No	No	No	No	No	No	No access to building for wheelchair user
Portacabins	Yes – Wharflands car park	No	No	No	No	No	
Textiles	Yes – Wharflands car park	No	Yes	No	No	No	
Ceramics	Yes – Wharflands car park	No	No	No	No	No	
Medical Centre	No	No	Yes – via removal ramp (needs replacing)	No	No	No	
Ashburton	No	No	Yes – via front entrance	No	No	Yes	
Merton	No	No	Yes	Yes	No	Yes	

Facility	Designated Parking	Dropped Kerbs	Level Access	Disabled Toilet	Automated Doors	Disabled Lift	Comments
School Shop	No	No	Yes	Yes – in Merton building	No	n/a	
Old School	No	No	Yes	Yes – in Merton building	No	No	Access to building across uneven ground
QET	Yes – disabled parking bay in Barraclough area	Yes	Yes – via stage door	Yes	No – no access to 1 st floor		Disabled seating provided
Wilson Pavilion	No	n/a	Yes	No	No	n/a	