

WOODLANDS SCHOOL

ACCESS POLICY AND PROCEDURES

Procedure/Guidance

Policy Issued: Sept 2017

Policy Author: B Gandhi-Johnson

Reviewed by: B Gandhi-Johnson

Date Reviewed: March 2019

Policies to be read in conjunction with this policy:

- Additional Learning Needs
- Safeguarding
- Education – The Curriculum

INTRODUCTION TO WOODLANDS SCHOOL ACCESS POLICY

Students with Disabilities

It is the school's policy to welcome all students regardless of any disability, providing that sufficient support can be provided to enable their education and general development to progress appropriately. The school will liaise with appropriate external agencies where necessary.

Fair Treatment for Students with Disabilities

Every effort is made to ensure that students with disabilities are treated fairly. Students with visual impairment are provided with suitably coloured or enlarged materials to assist their learning and students with hearing difficulties are given appropriate support wherever possible. General medical conditions requiring special attention are referred to the Strategic Management team in order for suitable arrangements to be made.

Facilities to Assist Access by Students with Disabilities

Students with temporary or longer-term mobility difficulties will be taught downstairs. There is a disabled toilet. The main school entrance is accessible by a ramp from the car park or directly from the pavement. We are therefore pleased to be able to welcome students who require wheelchair access. Steps are also taken to ensure that any student who is temporarily disabled is supported by individual arrangement to continue their education as successfully as possible.

Curriculum Access

The Woodlands School Improvements Plans (appendix 1) show how the school will endeavour to meet the needs of all students. These are the strategic plans to support the learning of all young people at Woodlands. As well as strategic plans there are operational plans in the short term to support learners through individualised risk assessments.

Accessibility Plan

The maintenance and improvement of accessibility will continue to be a prime consideration in every proposed alteration to the school site and buildings, under the site's management company. The school works with the Directors to ensure that all potential barriers to access are regularly monitored.

Woodlands School
Access Plan: Schedule 2017/18

Independent Schools Regulations	Section 5	Area for Development	Improve Pupil Access to the school building			
Target/s		Success Criteria				
<ul style="list-style-type: none">• Access to toilets• Access to exams room		(How will we know that the target has been achieved?) <ul style="list-style-type: none">• Improvements in toilet facilities• Wheelchair-users able to access exam room				
	Planning and Action Stage					
What will be done to ensure that we meet the target/s		By whom?	Start date	Monitored by	End date	Est Cost
<ul style="list-style-type: none">• Toilet hand rail to be coloured to stand out against the wall.		BG	March 2018	AC	Completed 2019	£15
<ul style="list-style-type: none">• Toilet seat changed to be another colour against toilet basin.		BG	March 2018	AC	Completed 2018	£25
<ul style="list-style-type: none">• Folding handrail available to be used for left-handed and right-handed access.		BG	March 2018	BG	Completed 2019	£40
<ul style="list-style-type: none">• Concrete ramp for access to buildings		BG	April 2018	BG	Completed 2018	£50
	Monitoring Stage (Who will monitor progress against the target/s - and how?)					
	Governing Body Committee and Full Governor Meetings through individual reports and Head teacher’s Report. Reports to Strategic Planning Meetings and weekly meetings with Directors.					
Written / Revised by:		Baljit Gandhi-Johnson	Date:		12.3.18	

Woodlands School
Access Plan: Schedule 2017/18

Independent Schools Regulations	Section 5	Area for Development	Improve School Building			
Target/s <ul style="list-style-type: none">• Improve ventilation in classrooms• Medical facilities to be available• Health and safety posters in kitchens		Success Criteria <i>(How will we know that the target has been achieved?)</i> Ventilation levels to be recorded using CO2 readings All staff and pupils aware of medical facilities available and use recorded in First Aid/Medical log. Electric certificates all up to date with no issues. Any issues with building apex resolved.				
		Planning and Action Stage				
What will be done to ensure that we meet the target/s		By whom?	Start date	End date	Monitored by	Est Cost
• Classrooms to have windows to open or a ventilation fan installed.		AC	August 2018	Sept 2018	BG	£350
• Folding medical bed and screen to be available in the staff office.		BG	June 2018	Completed 2018	PD	£138
• ‘Wash Hands’ posters in all toilets and kitchen areas.		RW	March 2018	Completed 2018	BG	Printing
• Food Hygiene certificates to be displayed in downstairs kitchen for both staff and pupils		RW	March 2018	Completed 2018	BG	Printing
• Electric circuits checked and certified.		AC	April 2018	Completed 2018	BG	Bright Electrics
• Apex structure to be assessed and report completed.		AC	August 2018	Sept 2018	BG	Simon Dodd
		Monitoring Stage <i>(Who will monitor progress against the target/s - and how?)</i>				

Woodlands School
Access Plan: Schedule 2017/18

		Governing Body Committee and Full Governor Meetings through individual reports and Head teacher's Report. Reports to Strategic Planning Meetings and weekly meetings with Directors.		
Written / Revised by:	Baljit Gandhi-Johnson	Date:		12.3.18

Woodlands School
Access Plan: Schedule 2017/18

.....
I can confirm that I have read and understood this policy.

Signed:

Directors

Date

Chair of Governors

Date

Headteacher

Date

I can confirm that I have read and understood this policy.

Name (print):

Signature:

Date:
