

# Trust Procedure

## Accessibility Procedure



This Trust Policy provides guidance on:

- Accessibility
- Key Principles



# Accessibility Procedure



## Management log

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| <b>Document name</b> | Accessibility Procedure               |
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| <b>Date approved</b> | June 2023                             |
| <b>Date issued</b>   | September 2023                        |
| <b>Expiry Date</b>   | September 2026                        |
| <b>Reviewer</b>      | Executive Team                        |

## Document history

| <b>Version</b> | <b>Date authored</b> | <b>Author</b>        | <b>Date approved</b> | <b>Date issued</b> |
|----------------|----------------------|----------------------|----------------------|--------------------|
| V1             | Sept 2016            | A Rahman             | Sept 2016            | Sept 2016          |
| V2             | May 2017             | A Rahman             | June 2017            | June 2017          |
| V3             | May 2018             | D Hooker             | June 2018            | July 2018          |
| V4             | Aug 2020             | Education Team & DGC | Sept 2020            | Sept 2020          |
| V5             | Aug 2022             | L Miller             | Sept 2022            | Sept 2022          |
| V6             | June 2023            | L Miller             | June 2023            | Sept 2023          |

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## 1. Aims

All academies in Nova Education Trust (NET), in accordance with the Special Educational Needs and Disabilities Act 2001, and Equality Act 2010; must prepare accessibility plans.

The purpose of this plan is to:

- increase the extent to which disabled students can participate in the school curriculum;
- improve the physical environment of schools to increase the extent to which disabled students can take advantage of education, benefits, facilities and services provided; and
- improve the availability of accessible information to disabled pupils.

All of our schools aim to treat all its pupils fairly and with respect. This involves providing access and opportunities for all pupils without discrimination of any kind.

## 2. Legislation and guidance

This document meets the requirements of schedule 10 of the Equality Act 2010 and the Department for Education (DfE) guidance for schools on the Equality Act 2010.

Schools are required to make 'reasonable adjustments' for pupils with disabilities under the Equality Act 2010, to alleviate any substantial disadvantage that a disabled pupil faces in comparison with non-disabled pupils. This can include, for example, the provision of an auxiliary aid or adjustments to premises.

This policy complies with our funding agreement and articles of association.

## 3. Definitions

- **Disabled** - The Equality Act 2010 defines an individual as disabled if they have a physical or mental impairment that has a 'substantial' and 'long-term' adverse effect on their ability to undertake normal day to day activities.
- **Long term** - Under the [Special Educational Needs and Disability \(SEND\) Code of Practice](#), 'long-term' is defined as 'a year or more' and 'substantial' is defined as

'more than minor or trivial'. The definition includes sensory impairments such as those affecting sight or hearing, and long-term health conditions such as asthma, diabetes, epilepsy and cancer.

## **4. Key principles and values**

### **4.1 Trust level**

Nova Education Trust recognises that many of their students, visitors and staff, whether disabled or otherwise, have individual needs when using school and its facilities. However, we also recognise that for some students, the nature of their disabilities may mean that they experience specific difficulties related to accessing education, and the physical environment.

As part of the ongoing commitment to the delivery of an inclusive educational service, we will endeavour to ensure that disabled students receive the same standards of education as non-disabled students.

### **4.2 School level**

All disabled children should have access to education. Wherever practicable, our academies will:

- Advise on the statutory responsibilities of education bodies in the preparation of accessibility strategies and accessibility plans
- Increase the extent to which disabled students can participate in the school curriculum
- Promote improvements in the delivery to disabled students of written information that is provided to students who are not disabled
- Encourage improvement in the physical environment of schools to increase the extent to which disabled students can take advantage of education and associated services.

Our academies will:

- Inform all staff that our policy for the provision of educational services ensures the inclusion of disabled students. Such communications will address the legal obligation of staff, and the Academy.
- Provide appropriate disability awareness training for staff, which will explain the school policy towards disabled students and the effective implementation and monitoring of it.
- Address acts of disability discrimination via existing conduct codes, where appropriate.
- Encourage suppliers and contractors, to adopt similar policies towards disabled students.
- Ensure they have an up-to-date accessibility plan which includes personal emergency evacuation plans (PEEPs).

In order to ensure that the educational services it provides effectively meet the needs of disabled students Nova Education Trust academies will:

- Consult with disabled students, parents, staff and disability organisations.
- Plan to make access improvements to enable disabled people to use its services. Furthermore, the school will effectively communicate its availability to both students and staff.

- Regularly review whether its education (and other) services are both accessible and effective, and take appropriate action.
- Monitor the implementation and effectiveness of this policy on a regular basis.
- Operate an accessible complaints procedure whereby disabled people can make improvement suggestions and request assistance.

#### **4.3 Wider partnerships**

The school supports any available partnerships to develop and implement this policy and plan.

### **5. Discrimination**

A responsible body discriminates against a disabled person if:

- For reasons which relate to their disability, it treats them less favourably than it treats or would treat others to whom that reason does not or would not apply.
- It cannot show that the treatment in question is justified.

Our schools are committed to ensuring staff are trained in equality issues with reference to the Equality Act 2010, including understanding disability issues.

### **6. Reasonable steps**

The duty to take reasonable steps to ensure that there is no discrimination intended as an 'anticipatory' duty and does not simply apply once an individual pupil presents him or herself.

### **7. Complaints**

Our school's complaints procedure covers the accessibility plan. If you have any concerns relating to accessibility in school, the complaints procedure sets out the process for raising these concerns.

This policy will be made available online on the school website, and paper copies are available upon request.

### **8. Linked policies**

This policy is linked to the following policies:

- Behaviour Policy (Primary) (2022)
- Behaviour Policy (Secondary) (2022)
- Complaints Policy (2022)
- Educational Trips and Visits (2022)
- Emergency Evacuation Plan
- Equal Opportunities Policy
- Equality information and objectives
- Health and safety policy
- Risk assessment policy
- SEND policy (2022)
- Supporting pupils with medical conditions policy (2022)

- Safeguarding policy (2022)

## Appendix 1: Action plan

This action plan sets out the aims of our accessibility plan in accordance with the Equality Act 2010.

The information set out in the column of 'current good practice' are examples to guide your own analysis of your current practice. They are not a thorough representation of good practice – you will need to adapt it to suit your school's context.

| AIM   | CURRENT GOOD PRACTICE<br>Include established practice, and practice under development  | OBJECTIVES<br>State short, medium and long-term objectives  | ACTIONS TO BE TAKEN  | PERSON RESPONSIBLE   | DATE TO COMPLETE ACTIONS BY                                | SUCCESS CRITERIA  |
|---|--|---|--|--|--|---|
| 1. Increase access to the curriculum for pupils with a disability | <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 resources include examples of people with disabilities</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 make sure it meets the needs of all pupils</li> </ul> | <p>To ensure all pupils have access to a curriculum that inspires them.</p> <p>To teach children about different people, cultures and needs.</p> <p>To provide personalized targets to those with additional needs, ensuring their learning is appropriate.</p> | <p>Monitor curriculum</p> <p>Review RE and PHSE curriculum. Address through British Values in assembly</p> <p>Support plans in place</p> <p>Attainment monitored</p> | <p>Subject leads</p> <p>PHSE lead, RE Lead<br/>VF</p> <p>Class teachers<br/>SENDCo</p> <p>Class teachers, SLT (Pupil Progress)</p> | <p>Ongoing</p> <p>Sept 23</p> <p>Oct 23</p> <p>Ongoing</p> | <p>Children engaged in learning.</p> <p>Children's awareness of people is wide and varied.</p> <p>Children receive appropriate targets, which are aspirational.</p> |

| AIM  | CURRENT GOOD PRACTICE<br>Include established practice, and practice under development   | OBJECTIVES<br>State short, medium and long-term objectives   | ACTIONS TO BE TAKEN | PERSON RESPONSIBLE            | DATE TO COMPLETE ACTIONS BY                   | SUCCESS CRITERIA  |
|--|---|--|---------------------|-------------------------------|---|---|
| 2. Improve and maintain access to the physical environment | <p>Explain your school's approach here.<br/>Example:<br/>The environment is adapted to the needs of pupils as required. This includes:</p> <ul style="list-style-type: none"> <li>• Ramps</li> <li>• Elevators</li> <li>• Corridor width</li> <li>• Disabled parking bays</li> <li>• Disabled toilets and changing facilities</li> <li>• Library shelves at wheelchair-accessible height</li> </ul> | <p>Site equipment to be maintained and checked in Health and Safety Check</p> <p>Disabled toilets and changing facilities:<br/>First aid lead to monitor stock and environment.</p> <p>Elevator: Checked Gartec 6monthly Service</p> | Audit stock         | <p>GC</p> <p>DS</p> <p>JH</p> | <p>Ongoing</p> <p>Dec 2023</p> <p>Ongoing</p> | <p>Site equipment safe and appropriate for use.</p> <p>Disabled Toilets useable with required resources</p> <p>Safe and fit for purpose</p> |



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|--|---|---|--|--------------------|-----------------------------|--|
| 3. Improve the delivery of information to pupils with a disability | <p>Explain your school's approach here. Example: Our school uses a range of communication methods to make sure information is accessible. This includes:</p> <ul style="list-style-type: none"> <li>• Internal signage</li> <li>• Large print resources</li> <li>• Pictorial or symbolic representations</li> </ul> | All classroom uses Widget 'Signs and symbols'                       | Subscription to be purchased                       | JH                 |                             | All have access  |
|  |   | Visual timetable in place   | Display timetable as action document               | Teachers           | Sept 2023                   | Children will know the timetable to the day  |
|  |   | Widget 'Signs and symbols' used as a communication tool with pupils | Prepare communication cards                        | Teachers           | When required               | Less verbal children can communicate   |
|  |   | Visualize texts, as well as text to speech software used to enable. | DS to share links to text to speech software/ apps | DS                 | 22 <sup>nd</sup> Nov 2023   | Children can access text to speech - Barriers to larger text understanding reduced |