



Charvil Piggott Primary School Accessibility Plan: Appendix 1 Action Plans



Action Plan 1: Improving the Physical Access / Egress

Target / Identified Issue	Action Required	Person Responsible	Timescale	Evaluation and Impact
To ensure that access from the road / car parking is fully available for wheelchair users.	Following verbal consent, seek to receive written permission from Charvil Parish Council. Ensure this is legally binding including with Wokingham Borough Council.	Site team	July 2019	
Ensure that all visual/tactile information and markings comply with current regulations.	Audit visual/tactile information to front of school to identify access. Audit tactile internal signage.	SEN Governor to monitor	May 2019	
Ongoing medical / first aid training for staff on current pupils' needs e.g. anaphylaxis, asthma, epilepsy.	Staff training and Staff Nurse intervention as required.	School Secretary / Deputy Headteacher	September 2019 and with new staff as required	
Ensure up-to-date information is held regarding pupils medical needs.	Admissions Pack. Regular requests for updates to be sent to the school office- dates on calendar.	School Secretary / Deputy Headteacher	Ongoing Reviewed termly.	
Ensure that school trips are accessible to all.	Class Teacher to use pre-visit to site to ensure that any accessibility / medical issues are identified and actioned prior to the day.	Class Teachers Educational Visits Officer Overseen by Deputy Headteacher / Headteacher	As appropriate for school trips.	
Continue to build on current good practice with regard to liaison between pre-	Transition meetings have a clear focus on accessibility issues where necessary.	Class Teachers / Deputy Headteacher / Headteacher	Review procedures as necessary for 2019 intake in May 2019.	



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<p>school/school/ secondary schools for all children and especially those with a disability.</p>				
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Action Plan 2: Improving the delivery of information

Target / Identified Issue	Action Required	Person Responsible	Timescale	Evaluation and Impact
<p>To ensure that written information about the school is available in different formats e.g. large print, different languages, audio etc.</p>	<p>Charvil Piggott Primary School will provide information upon request in accessible formats. Identify services available through the LA e.g. use of EMTAS as required.</p>	<p>Deputy Headteacher / School Secretary</p>	<p>Available on request</p>	
<p>Visibility of information and signage to and around the school.</p>	<p>Review the current signage to the school including from A4 and Park Lane. Review internal signage for compliance with current regulations including the use of upper and lower case lettering on fire signage.</p>	<p>Deputy Headteacher</p>	<p>March 2019</p>	
<p>Review the need for an induction / hearing loop.</p>	<p>Check need amongst school community.</p>	<p>Deputy Headteacher</p>	<p>September 2019</p>	

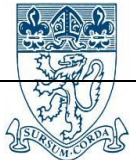
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### Action Plan 3: Improving access to the curriculum

Target / Identified Issue	Action Required	Person Responsible	Timescale	Evaluation and Impact
Teachers planning includes as a matter of course opportunities for all pupils to take part and achieve.	All planning will use assessment for learning information to provide accurately for the next steps of each child.	Class Teachers / Deputy Headteacher / Headteacher	Ongoing Reviewed termly	
IEPs and Pupil Profiles to accurately reflect the needs of individuals and plans for interventions that are 'additional to and different' from those provided for other pupils.	IEPs and Pupil Profiles will accurately map out the next steps in learning and outcomes will be judged against clear success criteria. Ongoing monitoring by the Acting SENCO.	SENCO / Deputy Headteacher / Headteacher	Ongoing Reviewed termly	
To maintain a clear provision map of all SEN support in place to meet individual needs.	All relevant pupils will continue to receive access to specific interventions.	SENCO / Deputy Headteacher / Headteacher	Ongoing Reviewed termly	
Audit resources and information held in school with regard to SEN.	All staff working with children with disabilities will be aware of resources in school to meet individual needs	Class Teachers / Acting SENCO / Headteacher	Update as new resources are purchased. In response to professional reporting	
Maintaining regular/ongoing links with professionals (e.g. physio, Sensory Consortium) and facilitating meetings	Up-to-date and relevant information from external professionals is being used in school to support pupils with their relevant needs.	Class Teachers / SENCO / Deputy Headteacher / Headteacher	Termly meetings IEPs and Pupil Profiles updated/reviewed in response	

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with them and relevant staff in school.				
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