



Disability and Access Policy and Accessibility Audit and Plan

It is the overall aim of Ogley Hay Nursery School to do all that is reasonably possible to ensure that the school's facilities, services, culture, policies and procedures are made accessible to pupils, staff members and visitors who have disabilities, and to comply with our moral and legal responsibilities under the Equality Act (2010-Amended May 2014), SEN Code of Practice 2015 and Supporting Pupils with Medical Conditions Dec 2015.

The nursery positively promotes equal opportunities and shall exercise no discrimination on the grounds of political opinion, age, colour, disability, ethnic or national origin, gender, marital status, race, religion or sexual orientation in the admission of **children** or the appointment or promotion of **staff** or the treatment of **parents, visitors** and **Governors**.

NB: A person is defined as having a disability if they have a physical or mental impairment, which has a "substantial and long-term adverse effect" on their ability to carry out normal day-to-day activity (Equality Act 2010).

Access to School

We will make every **reasonable adjustment** in order to accommodate the needs of pupils, parents/guardians, visitors and members of staff who have disabilities.

The nursery aims to ensure that all children achieve their full academic potential in a caring environment and that no child is disadvantaged because of a disability in their admission to, and participation in, the learning environment

of the Nursery School and in demonstrating that they have progressed in the learning outcomes of the Early Years Foundation Stage.

Access throughout the main school building is at one level apart from a small ramp to outdoor areas. The main room of the nursery for children is open plan. There are double doors to playgroup room that children use that are wide opening.

The office has a glass panel for office staff to see visitors if they require assistance, there is a two level hatch for wheelchair users.

There is clear signage on the gates of the school and a marked flat access path into school grounds. The main door has a slightly raised threshold.

There is a disabled toilet in the entrance area, which is accessible by all users. There is a red pull cord to alert the need of assistance.

Admissions

Parents/guardians of prospective pupils should notify the school of any disabilities and must discuss with the school what adjustments could reasonably be made to accommodate their child.

The school will do all it reasonably can to ensure that the child can, with reasonable adjustments, access the curriculum, whether in the classroom or through other means. The school also expects all of its pupils to participate in sports, music, drama, trips and expeditions as part of its ethos of inclusiveness, but must ensure that no pupil's education or safety is put at risk by the needs of another individual.

Pupils

Parents/guardians must, as soon as possible, disclose to the school in confidence any known medical condition, health problem or allergy affecting an existing pupil. Where appropriate, the Head Teacher or Deputy shall set up a consultation process so that interim measures can be put in place to support the pupil, and that longer term requirements may be determined. The school will, to the best of its ability, make such adjustments as are reasonably practicable to allow a pupil to continue at the school.

Staff Members

The school recognises that medical and psychological conditions in staff members which may require adjustments to be made to the way in which they are employed.

Staff members must, as soon as possible, disclose to the school in confidence any known medical condition or health problem. Where appropriate, the Head Teacher shall set up a consultation process so that interim measures can be put in place to support the staff member, and that longer term requirements

may be determined. The school will, to the best of its ability, make such adjustments as are reasonably practicable to allow a staff member to continue at the school.

Reasonable Adjustments

The school shall endeavour to make reasonable adjustments to aid a prospective or existing pupil/staff member. Such adjustments may include (but not limited to):

Installing low gradient ramps for easy access;

Specialist seating or any other relevant classroom resources or equipment;

Using signs in braille or yellow markers to aid visually impaired.

In defining what is reasonable, the school shall take into account:

- The cost and feasibility of making specific alterations to the school premises;
- Implications on financial resources and the likelihood of any external funding being available to offset this;
- Staffing requirements;
- Health and safety considerations;
- The interests of pupils, staff and visitors.

In line with the Disability Access Scheme an annual audit is undertaken together with a survey of parents and children to gather information to formulate an action plan to improve disability access to both the building and the curriculum.

Disability and Accessibility Audit

School: Ogley Hay Nursery School

Date of Audit: 8th March 2019

Carried out by: Margaret Turley, HT, Susan Griffiths, Deputy, Cath Ceney, Governor

- Have you or any of the staff had disability equality training? **Yes**/No
- Do you offer assistance to staff who may require it? **Yes**/No
- Where are the nearest accessible car parks and what alternative public transport is available?

In front of the school entrance, and in local roads, there are on-street parking spaces. Local regular bus route is on the main road about 50metres from the school's entrance. Most buses have disabled access.

- Is there a drop off point close to the main entrance? **Yes**/No
- Is the outside of the building well lit? **Yes**/No- Emergency lighting is fitted all around the school and is well maintained
- Are there any other issues regarding the approach to your premises that may cause difficulty? **Yes**/No - There is a slightly raised threshold on the front entrance door (see action plan)
- Where are your main entrance points and are they clearly marked? **Yes**/No - At the front of the building
- What is the main accessible entrance for wheelchair users? Main accessible entrance is through the front door (see action plan)
- Is the access to the building level or is there a permanent ramp? **Yes**/No - there is a permanent ramp
- Do you have temporary/portable ramps if required? **Yes**/**No**- we will purchase them if we have wheel chair user join the school who will be needing access to all areas.
- Do you have an intercom system at the building entrance for visitors to attract attention if required? **Yes**/**No** - (see action plan)
- Are there any steps into your building and do these steps have handrails? No steps to main entrance. One small step from kitchen, no handrail, the kitchen is not accessible for wheelchair users.
- Are your main entry doors wide enough for easy wheelchair access? **Yes**/No

- Are the doors easy to open and are they easily identifiable? Yes/No- Doors are easy to identify but do not have automatic opening
- Do you have easy to use lever style door ironmongery? Yes/No - on disable toilet, gate and pram store.
- Can a wheel chair user enter your building unaided? Yes/No- There is a slightly raised threshold on the front entrance door.
- If a wheel chair user needs assistance to enter the building what assistance would you be able to offer? Wheel chair users would be visible to staff at the door who would offer any assistance they required. The office is staffed before, during and after school.
- Once inside the building can a wheelchair user get to use all areas unaided? Yes/No- A wheel chair user would need assistance to access all areas. The building is designed to keep the children safe, and therefore doors are locked with the key on a high hook.
- Is someone with a mobility impairment (i.e walking stick user) able to use your services without assistance? Yes/No
- Would a wheelchair user be able to get to the counters? Yes/No
- Can a wheelchair user get to the reception counter? Yes/No
- If you have a lift, can a wheelchair user use it? We do not have a lift
- Do you have internal steps and if so do they have handrails or banisters for people to use? Yes/No- no internal steps
- Do you have an area where people can sit down and rest should they need to? Yes/No - we have a foyer and a staff room
- Do you have any literature or advertising material in any of the following formats? - Large print, Braille, Audio tapes? Yes/No- Large print is available on request
- Have you got any induction loops for hearing impaired people? Yes/No
- Can you offer any sign language interpreters? Yes/No- a very basic level
- How would you assist a hard of hearing or visually impaired person to use the school? There are yellow markings around the school for visually impaired. There are no glass partitions so hearing loops are not required
- Are signs clear and appropriately placed to ensure easy of finding? Yes/No- There is however no sign on the street to indicate the schools' position along the road.
- Do you offer visitor toilets and if so have they been adapted to allow a wheelchair user to use them? Yes/No

- Are access to the toilets and other areas kept clear? **Yes/No**
- Can a wheelchair user get into the cubicle and shut the door easily? **Yes/No**
- Can a wheelchair be reversed alongside the toilet? **Yes/No**
- Is there room for a large electric wheelchair to turn within the W.C area? **Yes/No**
- Do you have grab rails within the W.C? **Yes/No**
- Do you have an assistance alarm within the accessible W.C and does it work? **Yes/No** - regularly checked and maintained
- Do you provide baby changing facilities and are these facilities accessible for a wheelchair user? **Yes/No**
- Fire evacuation...detail how you meet the needs of disabled people in the event of a fire.

If a disabled person is on site they would have completed a PEEP, this would outline the assistance needed and how we were going to give that assistance. We have more details in the Fire Risk Assessment.

- Is there anyone within your school specifically responsible for disabled access? **Yes/No**- Mrs Margaret Turley- Senco

General comments and Recommendations

The building is designed to keep children safe and so there are aspects that make it difficult for wheelchair users. Staff would always assist them.

We have some actions to work on to make the building more accessible. We would review the audit if a pupil joined the nursery who was a wheelchair user and alterations would be made where needed

Signed-

Date

Date of next audit March 2020

Action Plan

Finding	Action	Persons Responsible	Time scale
Front door has slightly raised threshold.	Be ready to purchase movable ramps if wheelchair user joins school	Parmjit Kaur	As required
Signage from the road	To investigate the cost of having a sign on the main road.	Parmjit Kaur	When budget allows
Difficult for a wheelchair user to enter the building unaided	Place a sign in the conservatory window, which is visible from the pavement, saying 'If you require assistance please call 01543452740'	Margaret Turley	Spring Term 2019