



GREENWOOD ACADEMIES TRUST

**Accessibility Plan for**  
**Houghton Regis**  
**Academy**

## Introduction

### *Improving the physical environment of academies to enable those with disabilities to take better advantage of education, benefits, facilities and services provided*

1. This Accessibility Plan has been drawn up in consultation with the Greenwood Academies Trust Board, pupils, parents, staff and Advisory Councillors of the Academy and covers the period from November 2016 – November 2019.
2. We are committed to providing a fully accessible environment which values and includes all pupils, staff, parents and visitors regardless of their education, physical, sensory, social, spiritual, emotional and cultural needs. We are committed to challenging negative attitudes about disability and accessibility and to developing a culture of awareness, tolerance and inclusion.
3. The Greenwood Academies Trust (GAT) plans, over time, to increase the accessibility of provision for all pupils, staff and visitors to all of our sites. Individual Accessibility Plans are produced for each Academy and contain relevant actions to:
  - a. Improve access to the physical environment of the Academy, adding specialist facilities as necessary. This covers improvements to the physical environment and physical aids to access education.
  - b. Increase access to the curriculum for pupils with a disability, expanding the curriculum as necessary to ensure that pupils with a disability are as equally prepared for life as are the able-bodied pupils. This covers teaching and learning and the wider curriculum of the Academy such as participation in after school clubs, leisure and cultural activities, off site visits etc. It also includes the provision of specialist aids and equipment, which may assist disabled pupils in accessing the curriculum.
  - c. Improve the delivery of written information to pupils, staff, parents and visitors with disabilities. This will include hand-outs, timetables, textbooks and information about the Academy and its events. The information will be made available in various preferred formats within a reasonable time frame.
4. Attached are Action Plans, relating to these key aspects of accessibility. The plans will be reviewed and adjusted on an annual basis. New Action Plans will be produced every three (3) years.
5. We acknowledge that there is a need for on-going awareness raising and training for staff, Trustees and Advisory Councillors in the matter of disability discrimination and the need to inform attitudes on this matter.
6. The Accessibility Plan should be read in conjunction with the relevant sections of following documents:
  - ◆ SEN and Disability Policy
  - ◆ Admissions Policy
  - ◆ Pupil Behaviour and Exclusions Policy
  - ◆ Every Child Matters
  - ◆ Organisation of Pupil Learning
  - ◆ Education Brief
  - ◆ Academy Improvement Plans

- ♦ Academy Brochures
  - ♦ Asset Management Plan
7. The Action Plan for physical accessibility relates to the Access Audit of the Academy, which is undertaken regularly by the Health and Safety Team. It may not be feasible to undertake some of the works during the life of this first Accessibility Plan and therefore some items will roll forward into subsequent plans. The audit will be reviewed prior to the end of each three year plan period in order to inform the development of the new Plan for the following period.
  8. As curriculum policies are reviewed, a section relating to access will be added to that on Equality and Diversity. The terms of reference for the GAT Finance and General Purposes (F&GP) and Advisory Council committees will contain an item on 'having regard to matters relating to Access'.
  9. The Academy Brochure will make reference to this Accessibility Plan.
  10. The Academy's Complaints Procedure covers the Accessibility Plan.
  11. Information about our Accessibility Plan will be published in each Academy's Annual Report to Parents (statutory).
  12. The Plan will be monitored through the Academy Advisory Council. Each Council will produce a termly report on progress against the plan for the GAT F&GP.
  13. The Academy will work in partnership with all stakeholders in developing and implementing this plan.
  14. The Plan will be monitored by Ofsted as part of their inspection cycle.

#### Resources

Building Bulletin 102: Designing for disabled children and children with special educational needs.

Building Bulletin 103: Area guidelines for Mainstream Schools

Approved Document M

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/540330/BR\\_P\\_DF\\_AD\\_M1\\_2015\\_with\\_2016\\_amendments\\_V3.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/540330/BR_P_DF_AD_M1_2015_with_2016_amendments_V3.pdf)

Gov.Uk Fire Safety Risk Assessment- Escape for Disabled People

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/422202/9446\\_Means\\_of\\_Escape\\_v2\\_.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/422202/9446_Means_of_Escape_v2_.pdf)

LABC Building Regulations in Practice - Accessible Toilets by David Spooner

<http://www.gedling.gov.uk/media/documents/planningbuildingcontrol/LABCAccessible%20Toilet%20Diagram%20and%20Advice.pdf>

## Action summary

No	Issue	Legislation	Action	Responsible Person	Completion date
1.	Visual alarms (beacons) should be in use in areas where those with hearing impairment might be alone, such as accessible toilets	Regulatory Reform (Fire Safety) Order	Recommend a visual alarm is installed in the accessible toilet and hygiene room.	The Principal	07.06.17
2.	Access control at front gate and at main reception entry door is too high for wheelchair users. .	Equality Act	Request that office staff monitor the front gate for visitors unable to reach the call panel. In the long term recommend the control is repositioned to a height of no more than 400mm from ground level	The Principal	As and when funding allows
3.	Reception wheelchair access, desk too high.	Equality Act	Not feasible to reconfigure, ensure an alternative location is available such as a table of suitable height and that all staff are aware of this	The Principal	

## **Physical Accessibility**

## Mobility Impairment



### Circulation routes

Someone who does not use a walking aid can manage to walk along a passage way less than 700mm wide, but just using a walking stick requires greater width than this; a minimum of 750mm. A person who uses two sticks or crutches, or a walking frame needs a minimum of 900mm, a wheelchair user and an ambulant person side-by-side need 1500mm width.

Pedestrian gates or entrances onto the grounds have a min clear opening width of 850mm  
There is level access into the academy from the front and rear of the building.  
Inspection chamber covers and service inspection chambers are flush with the surface.  
Designated accessible parking spaces are available with drop kerbs and level access to pedestrian walkway.

### STEPS AND STAIRS

Steps are uniform with a step of between 150-170mm and a going of 250-425mm and have a minimum width of 900mm

Landings are provided at the top and bottom with a min length of 900mm

Every flight has a suitable handrail to both sides to aid those with mobility impairment.

Handrails are:

- continuous across flights and landings
- easy to grip, and should provide good forearm support for those unable to grip, coated where necessary to ensure they are not cold to the touch,
- extend a minimum 300mm beyond the top and bottom step and have closed ends.

### COMMUNAL ENTRANCE AND RECEPTION AREAS

Door has a minimum width of 775mm

Threshold is accessible (does not impede wheelchair access)

Emergency exit (green button) fitted to the inside

Reception lobby is wide enough to accommodate a wheelchair and companion.

### Accessible WCs

Accessible WC(s) available for staff use plus separate facilities for pupils within the hygiene room.

### Hygiene room

A specialist hygiene room is available with a fixed hoist and space for assistants to change a pupil. This contains an accessible shower, WC and a changing trolley.

## Visual Impairment



## LIGHTING AND CONTRAST

Lighting is suitable and sufficient

Light sources do not create unnecessary shadows (shadows can create optical illusions)

Glare is avoided from shiny or glossy surfaces

Light levels through different rooms and levels are equal

Walls, floors and doorways are of contrasting colours.

Colour scheme is simple and number of colours used is limited

Sockets, switches and door-handles are of a contrasting colour

Manifestations across glass doors

## CIRCULATION ROUTES

A blind person using a long cane or with an assistance dog needs a walkway measuring at least 1100mm. A visually impaired person who is being guided needs a width of at least 1200mm.

Highlighted nosings are provided each step's tread and riser, to help visually impaired people identify the location of the steps, these should be 55mm wide on both the tread and riser

The height above walkways are unobstructed.

## Hearing Impairment

Fixed hearing loop is available at reception.



## **Curriculum Accessibility**

*Please insert here*