



## Innovation, Aspiration and Excellence

### Accessibility Plan Policy

<b>Policy &amp; Procedure Number</b>	HS021	
<b>School Link</b>	Chloe Buckenham (Vice Principal)	
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<b>Chair of Academy Improvement Management (LG) Board</b>	Johanne Thomas	
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<b>Authorised By</b>	AIM Board	
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## 1. Values and Ethos

Houlton School will 'prepare pupils for the challenges and opportunities of their future lives through a world class curriculum, transformational learning experiences and the promotion of aspiration, innovation and excellence in all aspects of the school experience: once they have joined our Houlton family, pupils will enjoy the proud legacy of being members of our community for life'.

Our Houlton family aims to be:

1. Excellent in our provision of **transformational learning experiences**;
2. Excellent in our **expectations for, and from, every pupil**;
3. Excellent in the **tending of our Houlton family relationships**;
4. Excellent in our **attention to detail** in all that we do; and
5. Excellent in our **recognition and celebration of all that our Houlton family does well**.

We aim for an environment which enables and encourages all members of the school community to reach out for excellence. The school will work together with pupils, parents/carers and wider stakeholder to support this aim.

## 2. About Houlton School

Houlton is a brand new secondary school on the Houlton Development and is a large campus development. The school is a Grade II listed building, formerly an international radio station and the school will be set in the historic grounds and equipped with state-of-the-art facilities. Two buildings have been completely remodelled from the inside to the latest specification whilst maintaining the listed outside features and there are three brand new purpose built buildings which are also built to the latest specifications.

## 3. How this Accessibility Plan has been agreed

The priorities for the Accessibility Plan for our school were identified by a planning group who consisted of:

- **Principal, Vice Principal and Trust Strategic Lead for SEND**
- **Trustee for Inclusion and Safeguarding**
- **Business Operation and Estates Manager**

This was informed by:

- A school accessibility audit
- Buildings' Guidance

#### 4. Houlton's Accessibility Action Plan

##### Improving access to the physical environment

Objective: To ensure that the school's physical environment is accessible to all pupils and fully meets their needs.

##### External Areas

Intention	Actions	Timescale	Responsibility	Performance measure which will be used to evaluate whether the intention has been achieved:
<p>That external entrances and exits are easily accessible for pupils with physical, visual and hearing difficulties</p>	<p>The new building is in line with all disability regulations. However, following appointment of staff and admission of pupils, a review will be carried out alongside individual risk assessments to inform further required adaptations or provision.</p> <p>Site services/Health and Safety Committee as well input from external agencies where appropriate and both pupil / parent forum will meet be consulted where any additional adaptations may be required.</p>	<p>By end of August 2021 for known staff and pupils.</p> <p>By end of September 2021 for any late or new arrivals.</p>	<p>Chloe Buckenham – Vice Principal &amp; Miranda Barker – Strategic SEND Adviser</p>	<p>All staff, pupils and the wider community are able to safely access the site and report any concerns directly to accessibility team.</p>

## Internal Areas

Intention	Actions	Timescale	Responsibility	Performance measure which will be used to evaluate whether the intention has been achieved:
<p>That pupils are given equal opportunities to access specialist equipment and are able to move between rooms with no detriments.</p>	<p>The new building is in line with all disability regulations. However, following appointment of staff and admission of pupils, a review will be carried out alongside individual risk assessments to inform further required adaptations or provision.</p> <p>Site services/Health and Safety Committee will meet to discuss and site services will approve any additional adaptations.</p> <p>Trust Business Operations and Estates Manager to establish Evac chairs.</p>	<p>By end of August 2021 for known staff and pupils.</p> <p>By end of September 2021 for any late or new arrivals.</p> <p>By the end of August 2021</p>	<p>Chloe Buckenham &amp; Miranda Barker</p>	<p>Evac chairs are in place and relevant staff and pupils are trained in their use.</p>
<p>In the event of a fire or lift breakdown, there are alternative means of pupils evacuating from the building.</p>	<p>Personal Emergency Evacuation Plans completed for all relevant staff and pupils.</p>	<p>By end of August 2021</p>	<p>Alice Wright (Business Operations and Estates Manager)</p> <p>Miranda Barker</p> <p>TLET SEND Strategic Advisor</p>	<p>Evac Chairs are installed.</p> <p>PEEPs are in place and shared with all staff.</p>

<b>Intention</b>	<b>Actions</b>	<b>Timescale</b>	<b>Responsibility</b>	<b>Performance measure which will be used to evaluate whether the intention has been achieved:</b>
Consistent universal provision is identified and shared with new staff members	Houlton Dyslexia Friendly PowerPoint proformas have been developed and implemented across the school. These to be shared with all staff as part of induction process.	By end of August 2021	Chloe Buckenham	Dyslexia friendly PowerPoint proformas have been developed and implemented as evidence through learning walks and observations.
	Talk Group Project to collate examples of excellent universal practice from both within and beyond TLET to inform a universal provision toolkit to supplement Learning and Teaching policy.	By the end of Easter 2022	Chloe Buckenham (Vice Principal)/ Becky Cooper (SENDCo)	Universal Strategies booklet has been adopted by staff and evidenced in learning walks and book scrutiny.
Signage and colour-coded area make orientation around the school building accessible.	All signage is of an appropriate size and has braille on all functional rooms.  Audit of signage and environment by Qualified Teaching of the Visually Impaired to inform adaptations required by pupil	August 2021	Chloe Buckenham (Vice Principal)  Miranda Barker (Trust SEND Advisor)  Alice Wright (Business and Estates Manager)	All actions from the environment visual audit have been completed.

<b>Intention</b>	<b>Actions</b>	<b>Timescale</b>	<b>Responsibility</b>	<b>Performance measure which will be used to evaluate whether the intention has been achieved:</b>
School are providing an environment which feels safe for all pupils with consideration with sensory impairments.	Bespoke rooms developed in consultation with EHC Plan requirements by staff to ensure pupil needs are met.  Regular reviews with parents/carers and pupils, to inform planning.	By end of September 2020	Becky Cooper (SENCo) and Pupil Experience Leader (Annie Divver)	Pupil reviews reflect greater positive engagement with learning and attendance/ progress to in class sessions improving.

## 5. Monitoring and Review

This policy will be regularly reviewed by the Trust SEND Strategic advisor in liaison with the Vice Principal and Trust Estates Manger and approved the Aim Board. The first review will take place in August 2021 to ensure the school is fit for purpose for the new pupils arriving in September. The policy will formally be reviewed annually thereafter or, if required intermittently if a new pupils or staff member joins the school.