



Accessibility Plan

Issued by:	Bursar (DStJP)
Last review:	November 2024
Next review due:	November 2025
Governor Review date:	November 2024
Location:	Website Staff Portal

3-year Accessibility Plan (1 April 2023 – 31 March 2026)

Ethos and Aims

St Mary's Calne and St Margaret's Prep, strive to be inclusive and welcoming, ensuring that every pupil can participate fully in the life of the schools.

This plan meets the requirements of Schedule 10 of the Equality Act 2010. The Act defines a child or young person as disabled if they have a physical or mental impairment that has a substantial and long-term adverse effect on their ability to carry out normal day-to-day activities. This definition has some overlap with that of 'special educational needs' in the Children and Families Act 2014 but not all pupils are disabled by their SEN and vice versa.

This plan aims to:

- increase the extent to which disabled pupils can participate in the schools' curricula;
- improve the schools' physical environment for the purpose of increasing the extent to which disabled pupils are able to take advantage of education and benefits, facilities or services provided or offered; and
- improve the delivery to disabled pupils of information which is readily accessible to pupils who are not disabled.

This plan does not detail the 'reasonable adjustments' made for individual pupils as these are child- and context-specific. Such adjustments are considered on an individual basis, as the need arises.

Review, Approval and Implementation

The respective schools' SLTs are responsible for reviewing and updating relevant parts of this plan at least annually, seeking advice from other staff or external consultants as necessary. In considering measures for inclusion due regard must be given to the views of pupils and parents where appropriate, as well as to the likely cost and timescales for implementation.

Any measures that affect both schools should be considered by the Leadership Team before the plan is submitted for consideration by the Finance & General Purposes Committee and approval by the Board of Governors each year.

Responsibility for implementation rests ultimately with Governors but individuals or groups are nominated in the table below to take the lead in ensuring that designated actions are completed within the timescale and budget indicated.

Increasing Participation in the Curriculum

School	Objective	Action	Resources & Budget	Timescale	Responsible	Completed / Notes
STM	Offer a variety of ICT alternatives to support learning: voice-activated software; c-reader pens; audio recordings; tablets & laptops	Ensure that pupils are taught how to use and operate the technology to achieve maximum independence.	C-pen £300/each iPad £400/each	Ongoing	OW	4 laptops already purchased to assist with this
Both	All staff confident in providing appropriate differentiation within lessons, in line with current best practice	STM: CPD for staff on sequence of learning; use of planning documents and expectations; Individual CPD for staff working with children with specific or complex needs; Regular monitoring by LT of planning to check level and sequence of learning including sharing best practice through lesson observations and whole-school book looks and planning scrutinies; Children with SEND will be taught by both the teacher and TA across the week and access 1:1 support with a Learning Support Teacher and/or SENDCo if appropriate; Progress of Pupils with SEND is regularly	£500 Time allocation	Ongoing	STM: AH SMC: SJL	STM: Ongoing to meet needs of evolving pupil population. Newly appointed SENDCo from September 24 who has been tasked with sourcing/providing CPD for teachers and learning support staff. Built good relationships with outside agencies to support children and adults – SALT, EP, Wellbeing etc. Newly appointed Learning Support Teacher from September 2023 (0.4) providing

		<p>reviewed and class teachers are supported in using this assessment information to plan the continuing provision.</p> <p>SMC: information on needs provided in iSams; updates in Staff Briefing where needed; INSET delivered by specialist teachers where required; SEN lead briefs ASG weekly.</p>				additional 1:1 paid for support.
Both	Ensure that staff know which children have disabilities and/or SEN needs, and what their individual needs are.	<p>STM: information shared at staff meetings; initial identification of a child with potential SEN will lead to a sharing of information between the SENDCo and the class teacher; SEN register held on excel by SENDCo</p> <p>SMC: all pupils with medical or SEN needs identified on iSams; Health Centre provides detailed advice on medical issues where required; communication from SEN lead on exam access arrangements; SEN lead e</p>	<p>Time for staff training.</p> <p>See CPD budget</p>	Termly review for training Other actions ongoing	STM: OW SMC: SJL	STM: Use of Insight to monitor and track SEND pupils. SEND register updated as a live document. Newly appointed SENDCo (0.6) from September 2024 to now take responsibilities for these actions.

		mails staff with information on new joiners; staff encouraged to email SEN lead if new needs are identified, training provided for staff as required. Ensure pupils are familiar with their own access arrangements and can apply these in the context of exams and assessments.				
Both	Provide access to learning opportunities outside of school.	Planning for trips to include consideration of accessibility as may be required by individual pupils.	As required within bounds of 'reasonable adjustment'	Ongoing	STM: JEH SMC: MJS	Included in planning for each trip

KEY: SMC = St Mary's Calne
STM = St Margaret's Prep

Improving the Physical Environment

School	Objective	Action	Resources & Budget	Timescale	Responsible	Completed / Notes
SMC	Ensure all new buildings and facilities are fully accessible	Review all planned buildings for compliance including access, egress, ease of mobility within building, auditory issues, colour schemes.	Determined for each building	Ongoing	DStJP	Design requirements will include Equality Act compliance

SMC	Provide easy wheelchair access to older buildings	Resurface driveway to provide level access to front door Install ramp for JW House Level threshold for Health Centre Install ramp alongside steps outside Gibbins House Level access to Matthews Entrance	£10k £5k £5k £10k tbc	Sep 2019 April 2025 April 2025 April 2025 tbc	AMH JD JD JD	Complete Review need Dec 2024
Both	Provide a suitable acoustic environment for pupils with hearing impairment	Fit noise dampening materials where necessary as part of planned refurbishments. Purchase low noise equipment (e.g. printers, projectors, network boxes) where possible	Include within refurbishment plans	Ongoing	Director of Estates	
Both	Ensure colour schemes and internal lighting are suitable for visually impaired pupils.	Review colour schemes and lighting as part of planned refurbishments.	Include within refurbishment plans	Ongoing	Director of Estates	
Both	Ensure flooring is suitable for wheelchair users and others with impaired mobility	Fit laminate or low pile, high density carpet where appropriate as part of planned refurbishments	Include within refurbishment plans	Ongoing	Director of Estates	
Both	Ensure external lighting is adequate for those with impaired sight.	Additional lighting to be fitted outside St Ps and Health Centre	£5k	Jan 2020	AMH	Completed

Improving the Delivery of Information

School	Objective	Action	Resources & Budget	Timescale	Responsible	Completed / Notes
Both	Ensure information can be delivered in an appropriate format for pupils with visual impairment	Improve websites to allow users to request / view information in different formats easily Consider large print books, audio resources, braille resources, use of digital technology and dictation software, newly installed interactive white boards, access to scribes in testing situations	Within routine spending	Ongoing	STM: OW SMC: SJL	To be assessed individually as required
SMC	Give pupils the ability to customise devices so that information is displayed according to their needs / preferences	All LIV and MIV pupils provided with iPads . Pupils in UIV and above, parents required to provide suitable laptop.	Within IT budget	Ongoing	GSM	Currently in place and to be continued.