



St Luke's School
Policies, Guidance & Procedures

St Luke's School Accessibility Plan

Date established: 1 September 2017

Reviewed: December 2018

Date for further review: September 2020

Introduction

The Equality Act 2010 was drawn up to tackle inequality and prevent discrimination against people on the basis of 'protected characteristics'. It brings together several existing laws and aims to make understanding the law simpler. It also introduces a new single public sector equality duty, which requires public bodies to actively advance equality.

The duties set out in Chapter 1 of Part 6 of the Equality Act apply to all schools. These provisions protect pupils at the school and in the case of admissions, those applying or wishing to apply for admission. Former pupils are also protected from discrimination or harassment.

'Protected characteristics'

The Equality Act lists a number of characteristics which must not be used as a reason to treat some people worse than others. These are:

- **age**
- **disability**
- **race**
- **sex**
- **pregnancy, maternity and breastfeeding**
- **gender reassignment**
- **religion or belief**
- **sexual orientation**

A person can experience direct discrimination because of a protected characteristic, even if the person does not have the characteristic himself/herself:

- Discrimination because of **perception** takes place where someone is treated worse than others because they have been perceived to have a characteristic.
- Discrimination because of **association** takes place when a person is treated worse than another person because they associate with a person with a protected characteristic.

Definition of Disability

You're disabled under the [Equality Act 2010](#) if you have a physical or mental impairment that has a 'substantial' and 'long-term' negative effect on your ability to do normal daily activities.

Key Objective of St Luke's School's Accessibility Plan

To reduce and eliminate physical and metaphorical barriers that hinder pupils' full access and participation in our school curriculum and facilities. Also, to ensure all our stakeholders have accessible information about the school.

Principles

- Compliance with the Equality Act 2010 and actions that actively advance equality for the sake of our pupils as they traverse into adulthood and access wider services with increasing independence.
- The school recognises and values parents' and carers' knowledge of their child's disability and its effect on his/her ability to carry out normal activities.
- The school provides all pupils with a broad and balanced curriculum, differentiated and adjusted to meet the needs of individual pupils and their preferred learning styles; and endorses the key principles in the new National Curriculum framework, which underpin the development of a more inclusive curriculum:
 - setting ambitious learning challenges based on a secure knowledge of the child's abilities
 - responding to pupils' diverse learning needs
 - overcoming potential barriers to learning
 - assessment for individuals and groups of pupils

Considered In The Audit: physical and metaphorical barriers

Getting To The Premises

- Parking
- Approach and routes to entrance
- Lighting and signage to entrance
- Surfaces of approach
- Street and grounds furniture

Getting Into The Premises

- Steps and ramps
- Entrance doors and thresholds
- Reception areas including desks, seating and lighting

Getting Around The Premises

- Lateral circulation, width of corridors etc
- Internal direction signs
- Floor surfaces, and tonal contrasts of surfaces
- Vertical circulation - lifts and stairs

Using The Services In The Premises

- Toilets, washrooms, changing and bathroom facilities
- Access to and in eating and bar areas
- Public room access and layout
- Lighting, heating and acoustics
- Accessibility of switches, handles and controls
- Seating and furniture
- Telephones and electrical equipment
- Alarms and acoustics

Getting Out Of The Building

- Fire exits and escape routes
- Emergency lighting and warning systems
- Safe refuge areas in event of fire

Managing The Building

- Keeping routes clear and obstructions removed
- Maintenance of lighting, heating and alarm systems

Our 'core business' of education

- Attitudinal approach of staff
- Working to achieve consistently exceptional education that enables each child to shine as a result of their engagement with learning and personal development. That this education is benchmarked and qualified as such by external bodies including Ofsted, NAS and LDD specific awarding bodies.
- Training and provision for staff to ensure current and best practices to support each learner and our wider partners and stakeholders
- Effective monitoring of our business that evidences how we take into account our stakeholders' views and requirements
- Accessibility of our publicity material, menus etc.
- Letters and correspondence with stakeholders – content, format (media etc.) and accessibility
- School curriculum – relevance, purpose, breadth, foci, quality of provision
- Access to examinations and qualifications for pupils in order to access adulthood with increasing confidence and skills
- Active safeguarding of our pupils, extending to their families and enabling clear and fair procedures and policies
- Ensuring we support families and pupils to access additional support, care and guidance that can be better provided by other specialist providers

Activity

This section outlines the main activities that the school will undertake, and is planning to undertake, to achieve the key objective and aspects identified through the audit (above).

Education & related activities

The school will continue to seek and follow the advice of LA services, such as specialist teacher advisers and SEN inspectors/advisers, and of appropriate health professionals from the local NHS Trusts.

The School has a plan of training and development as a key element of the School's Improvement and Development Plan that is updated regularly.

The curriculum at St Luke's is designed to support all pupils access learning, taking into account their abilities, starting points and expected rates of progression as benchmarked with national data. The focus of the curriculum centers around the development and improvement of pupils' skills in communication and language, their personal, social and emotional development alongside their physical development

The school's curriculum and School Improvement and Development Plan is monitored and evaluated regularly by leaders and the governing body, shared with colleagues.

Physical environment

The school takes account of the needs of pupils and visitors with physical difficulties and sensory impairments when planning and undertaking future improvements and refurbishments of the site and premises, such as improved access, lighting, acoustic treatment and colour schemes, and more accessible facilities and fittings.

The school continues to develop as a result of the needs of the pupils. Creating inviting and warm spaces that de-institutionalise the building as a 'school' and more of a homely learning environment is part of our deliberate strategy to link learning between environments.

The school is seeking to work with the LA in determining the capacity of the school and, in the light of changes to the intake of the school, what requirements will be needed in terms of physical changes to support children with complex physical difficulties.

Provision of information

The school is aware of local services, including those provided through the LA, for providing information in alternative formats when required or requested. The School can produce information on a larger format, or through audible devices should this be requested. We often send information home in larger format for those we know benefit from this. Stakeholders are consulted regularly as to the effectiveness of our communication and information.

Financial planning and control

The Executive Headteacher and the Head of Operations, together with the Finance governors will review the financial implications of the School Accessibility Plan as part of the normal budget review process.

The St Luke's ACCESS Action Plan

Linked Policies

This Plan will contribute to the review and revision of related school policies and guidance, e.g.

- St Luke's School Disability Access Audit and Delivery Plan
- School Improvement and Development Plan
- Staff training and development planning
- Building and site development planning
- Fundraising planning
- SEND provision and requirements
- Equalities Act
- Curriculum policies
- Governor training
- Schools' risk assessment
- School's Audit of premises; repair and replenishment



The St Luke's Asset Management Plan incorporating Physical Accessibility Actions Planning

SCHOOL ASSET MANAGEMENT PLAN 2018-2023

School Name:	St Luke's School	Prepared by:		Date:	25/09/2018	Page	
School Number: 635		Stephen Hoult-Allen			13/01/2019		

Priority (High, Medium, Low)	What?	Where? <i>(Main building, nursery block, etc)</i>	Why?	If a boiler or electrics is it operational now?	When? <i>(We are not able to fulfil all works during the school holidays)</i>	Benefits? - known & assumed	Known or Estimated cost £ <i>(if unknown please state unknown)</i>	Funding source(s) (inc brief breakdown if applicable) £
---------------------------------	-------	--	------	---	---	-----------------------------	--	---

Repair, Replenish and Renew

High: Essential	Toilets and Shower Rooms. Creation of 4 unisex cubicles (sensor flush), 1 wash stand area and 1 shower/toilet with changing area: wheelchair accessible. Creation of adult nappy changing area in the shower room. Pupil Voice - priority development area of the school.	By 9 3/4 Sensory Area	Pupil Voice priority. Creation of a shower to support with children's soiling, illness and nappy changing, hygiene and toilet-training teaching. Improved environment for better behaviour management. More than one pupil identifies as the other gender.	Partly operational.	ASAP - term time	Essential. Some pupils find the toilets frightening, so as well as fit for purpose toilets, this will reduce potential of bullying incidents, support mental health, dignity and, reduce odours.	100,000	HCC Capital Bid
----------------------------	--	--------------------------	--	---------------------	------------------	--	---------	-----------------

High: Essential	Toilets and Shower Rooms. Creation of 4 unisex cubicles (sensor flush), 1 wash stand area and 1 shower/toilet with changing area: wheelchair accessible. Creation of adult nappy changing area in the shower room. Pupil Voice - priority development area of the school.	Ground Floor of 2 story block.	Pupil Voice priority. Creation of a shower to support with children's soiling, illness and nappy changing, hygiene and toilet-training teaching. Improved environment for better behaviour management. More than one pupil identifies as the other gender.	Partly operational	ASAP - term time	Essential. Some pupils find the toilets frightening, so as well as fit for purpose toilets, this will reduce potential of bullying incidents, support mental health, dignity and, reduce odours.	100,000	HCC Capital Bid	M C
High: Essential	Toilets in Sports Hall area. Reconfigure office into 5 cubicle toilet area with unisex toilets, wash stand area, two shower areas with toilets.	Sports Hall	Pupil Voice priority. Creation of a shower to support with children's soiling, illness and nappy changing, hygiene and toilet-training teaching. Improved environment for better behaviour management. More than one pupil identifies as the other gender.	n/a	ASAP	Essential. Some pupils find the toilets frightening, so as well as fit for purpose toilets, this will reduce potential of bullying incidents, support mental health, dignity and, reduce odours.	100,000	HCC bid	M C
High Essential	Girls and Boys changing areas - refurbish	Sports Hall	Pupil Voice priority. Improved environment for better behaviour management. More than one pupil identifies as the other gender.	n/a	ASAP	Improved environment for pupils with ASD and complex anxiety to access sports and PE	70,000	Sports Premium, HCC bid	M
High: Essential	Replace and renew Toilet in Lower School Block	Lower School Block	Pupil Voice priority. Creation of a shower to support with children's soiling, illness and nappy changing, hygiene and toilet-training teaching. Improved environment for better behaviour management. More than one pupil identifies as the other gender.	n/a	ASAP	Essential. Some pupils find the toilets frightening, so as well as fit for purpose toilets, this will reduce potential of bullying incidents, support mental health, dignity and, reduce odours.	40,000	HCC Capital bid	M

High: Essential	Renew and replenish toilet in sensory area	Sensory Block	Cold, unhygienic, disturbs pupils.	n/a	ASAP - term time	Essential. Some pupils find the toilets frightening, so as well as fit for purpose toilets, this will reduce potential of bullying incidents, support mental health, dignity and, reduce odours.	11,000	HCC Capital Bid	M
High: Essential	One unisex toilet for staff/adults.	2-Story Block	Safeguarding and child protection. Adults using different toilets to the children. None currently exist.	n/a	ASAP - term time	Essential safeguarding.	10,000	HCC Capital Bid	M C
High: Essential	Lower School Playground Creation: Resurfacing, fencing, playground equipment, shelter areas, communication development equipment, fitness equipment.	Lower School	Conversion from carpark used by the EYDC who have now left the school premises.	n/a	ASAP - term time	Learning, access to learning, health and safety benefits. Safeguarding children.	150,000	HCC Capital Bid	M C
High: Essential	Information Technology: Laptops for pupils x 60 (and rolling programme).	Middle and Upper school	Needed for access arrangements, access for reluctant writers, access to communication programmes, access to work-related learning programmes and functional skills teaching.	n/a	ASAP	Access to accreditation. Improved access for communication - key focus for learning.	30,000	Budget and fundraising	M C
High: Essential	Licences for laptops and iPads.	Lower, Middle and Upper school	Compulsory purchases of licences to use equipment and resources.	n/a	ASAP	So they can be used.	1,000	Budget and fundraising	M C
High: Essential	Hard wiring testing: Annual works programme	Whole School	Health and Safety	yes	Spring 2019	Keeping children and adults safe.	£15,000	Budget and fundraising	M
High: Essential	Server replacement	School server room	Rolling replacement of IT server	yes	Summer 2020	21st Century communication and essential tool for supporting learning and communication with stakeholders.	12,000	HCC Capital Bid	M C
High: Essential	Flat Roof on Main School Block	Main School Block	Leaking roof, repaired, but roof has about 4 years' life left.	n/a	Summer 2022	Health and safety	400,000	HCC Capital Bid	M C

High: Essential	Flat Roof on 2 Story Block	2 Story Block	Leaking roof, repaired, but roof has about 4 years' life left.	n/a	Summer 2022	Health and safety	100,000	HCC Capital Bid	M C
High: Essential	Blinds for lock-down procedures on all external doors (41). Blinds for lock-down procedures on all windows.	All classrooms, corridors and offices.	Safeguarding - keeping children safe in lock-down procedures.	n/a	ASAP	Safeguarding - keeping children and adults safe.	20,000	Fundraising	M C
High: Essential	Fencing of Lower School Area playground: Zoned area for safeguarding	Lower School	Safeguarding children from running off, keeping children in eyesight.	n/a	Summer 2019	Keeping children and adults safe.	25,000	Fundraising	M C
High Essential	Acoustic Improvements in sports hall	Sports Hall	Not accessible for many pupils with ASD as a result of echoing acoustics and sound reverberations.	n/a	Summer 2019	Access to the curriculum, learning, healthy living, sports and team activities for all, not the few.	22,000	HCC Capital Bid	M C
High: Essential	Plumbing, heating, radiators	Across the school	Ineffective heating across the school. Significant leakage of hot water underground.	no	Autumn 2018	Health and safety, heating, cool-touch radiators for complex needs children.	200,000	HCC	M C
High	Quad redevelopment: new aviary, re-home some birds. Create fountains and seating areas for destination space (rather than corridor).	Quad	Tired and unusable space. Teaching space - LOtC and for pupils with high sensory needs and high anxiety.	n/a	Spring 2019	Health and safety improvements, aesthetic improvements, destination space for movement breaks, learning areas, sensory needs.	24,000	Fundraising	C M
High	Wooden hall flooring replaced	Hall	Damaged flooring being replaced through insurance after pipes leaking.	n/a	Autumn 2018	Usable floor in the hall	£ 43,000.00	HCC Insurance	M
High	Refurbishment of 2-bed life skills house (old premises manager's house on site).	House on site	Curriculum needs of those with particularly complex needs. Maintenance and upkeep. Planned use with private and charity organisations; community partnership work with income generation.	yes	ASAP	Curriculum teaching, partnership work with other organisations, embarkation into independent living.	£ 100,000.00	Fundraising	C M

High	Audio-visual equipment in the hall for pupils with hearing impairment, visual impairment and complex needs to access group sessions. Large wall to be plastered for projection onto.	Hall	Fit for purpose	no	ASAP	Participation in assemblies and large group activities for all pupils. Increased opportunities for multi-purpose usage and increased hirings potential.	£ 35,000.00	HCC Capital Bid	M
Medium: Essential	Induction Loop for hearing impairments in the hall/ portable induction loops.	Hall	Disabled access	n/a	Autumn 2019	Disabled access	12,000	Fundraising	C
Medium: Essential	Creation of classroom for general teaching - decommissioning the science room (gas, furniture, chemical fume cupboards removal)	Science Room	Space required for pupils with increased complex needs to be taught. Access to GCSE science is no longer required as a result of greater degree of cognitive disabilities of intakes.	yes	ASAP - term time	Needed teaching spaces for learning groups	9,000	HCC Capital Bid	M C
Medium: Essential	ASD friendly lighting	Whole School	Replace lighting with LED lights for autism.	n/a	Summer 2020	Autism friendly and energy efficient, cheaper bulbs	Estimate £38,000	Fundraising	C
Medium: Essential in 3 years' time.	Minibus Replacement. Minibuses x 2 owned by the school - not enough for the needs of the school, also requiring replacement as over 10 years' old.	School	Needed for transporting pupils	n/a	ASAP	Required for transporting pupils as part of the school curriculum.	17000 to 60,000 each.	Fundraising	C M
Medium	Carpet replacement with vinyl wood effect flooring (antibacterial, cleanable)	Corridors, classrooms, offices	Bodily fluids stain carpets (visual and smells). Vinyl is easier to clean and offers lower risk of infections.	n/a	Summer 2019	Complex needs provision - 85% children with health needs.	40,000	Fundraising	M C
Medium	Re-decoration	Lower School	In poor state of repair	n/a	Autumn 2019	To maintain an autism friendly environment in a fit state of repair	Estimate £10,000	Fundraising	C
Medium	Re-decoration	Upper School	In poor state of repair	n/a	Summer 2019	To maintain an autism friendly environment in a fit state of repair	£10,000	Fundraising	C

Medium	Re-decoration	Middle School	In poor state of repair	n/a	Summer 2019	To maintain an autism friendly environment in a fit state of repair	Estimate £10,000	Fundraising	C
Medium	Replace taps in classrooms and washrooms with lever taps	School-wide	Accessibility issues.	n/a	Summer 2019	Accessibility	8,000	Fundraising	C
Medium	Vision panels on all doors in the school (most achieved, 12 to replace)	School-wide	Accessibility issues.	n/a	Summer 2019	Accessibility	10,000	Fundraising	M C
Medium	Pathways around the school re-tarmaced.	School wide	In a poor state of repair	n/a	Summer 2019	Health and safety	24,000	HCC, Fundraising	M
Medium	Library - IT, visualisers, new books	library, classrooms	Relevance of curriculum needs, lower ability teenage pupils requiring different reading materials	n/a	Summer 2019	Learning, access to learning.	12,000	Fundraising	C F
High	Rebuild of fire escape route steps from portacabins	Portacabins	Rotten wood	n/a	Summer 2018	Health and Safety	28,000	School budget	C
Medium	Re-build of arson attack on outdoor classroom	Field	Pupils' learning environment	yes	Summer 2018	Learning outside the classroom, shelter for animal care.	62,000	Insurance and fundraising	C
Medium	Creation of Resources Room for teachers from Store Room	Main School Block	Consolidating storage, reprographics, resources and information for teachers and TA - improving working environment.	n/a	Autumn 2018	Reduction of unnecessary work, movement and ensuring greater opportunities for planning and resourcing lessons.	1,000	Fundraising	M C

Development of the school in the context of rapidly changing cohort of complex needs children

High: Essential	New Build 3 classroom and sensory needs teaching spaces - 3 classrooms, 1 sensory room, 2 offices, 1 multi-use room, 1 storage area, 4 cubicle toilets and shower/changing area, entrance vestibule.	Lower School Playground	Removal of existing portacabins and replacement with purpose built complex needs classrooms with sensory resources and access requirements.	n/a	ASAP	Fit for purpose learning environments for complex needs pupils.	400,000	HCC Capital Bid	S A L
High: Essential	Front entrance: disabled access, safeguarding and child protection.	Front of school	Safeguarding compliant, different entrance to public area of the school premises.	n/a	ASAP	Fit for purpose, safeguarding entrance. Reorganisation of offices to free up more room for classroom provision as the school grows.	140,000	HCC Capital Bid	S A L
High: Essential	Creation of Sensory Suite of Rooms: Occupational Therapy and Sensory Interventions room, Calm areas, solitude spaces, Back to learning space, 'hiding space', gross and fine motor skills activities area, resources, equipment and furniture, IT, safe electrics, safe heating, ASD friendly lighting, flooring.	Zone in main building.	Essential development, where none currently exists.	no - significant electric circuit and safety requirements needed.	ASAP	Meeting pupils' EHCP needs, diagnostic testing and interventions.	58,000	HCC Capacity/ Capital Bid and fundraising.	M C
High: Essential	Reappropriation of office and storage areas for classrooms for increased pupil roll and high, complex needs groups	Main School Block	Reorganisation of teaching, office and learning spaces to support increased complexity of needs of pupils.	n/a	Summer 2019	Community relationships, dedicated fitness space to improve pupils' interests in hobbies, fitness and wellbeing. Staff wellbeing.	40, 000	Fundraising	C

High: Essential	Safeguarding Technology: Visual alarms for evacuation	Across the school buildings	Most of our pupils are visual learners and many noise sensitive, where alarms cause complete meltdowns of an increasing amount pupils as a result of their complex needs.	n/a	ASAP	Improved support for pupils, lessening dramatic nature of alarms.	60,000	HCC Capital Bid	M C
High: Essential	Safeguarding Technology: Walkie-talkies for every classroom (24).	All classrooms, corridors and offices.	Safeguarding - keeping children safe through effective communication channels on the go and in emergency safeguarding.	n/a	ASAP	Safeguarding - keeping children safe.	2,000	Fundraising	M C
Medium: Essential	Carparking creation on front 'lawn' Creation of parking on other side of driveway. Also, access to new parking created from subsidiary driveway, onto the field, with pathway to front entrance required.	Car Park	Additional staffing and professionals are using the school as numbers increase, requiring parking. In addition, the playground is being regained, displacing significant amount of parking.	n/a	Summer 2019	Access, appropriate use of playground with increased number of pupils.	145,000	HCC Capital Bid	M C
Medium	Medical Station: conversion of adjacent toilet to Medical station toilet and shower room. Blinds, doors, beds, storage, installation of shower and changing bed.	Near School entrance	High degree of complex medical needs within school and increasing.	n/a	Autumn 2019	Access for pupils in crowded school. Access for partnerships with community and income generation.	90,000	HCC Capacity Bid	C
Medium	Pathway and Car Park Lighting	Pathway and carpark	Accessibility issues.	n/a	Summer 2019	Health and safety	9,000	Fundraising	C
Medium	Sensory Garden adaptations to access and security. Secure with perimeter fence, whilst removing covered walkway that prevents access to the area from the main body of the school.	Sensory Garden	Access to garden independently by the pupils.	n/a	Summer 2019	learning outside the classroom, opportunities to support self regulation. Enabling increased use of the space.	12,000	Fundraising	C

Medium	Ipads for pupils x 30 (and rolling programme). Programmes for teaching pupils and licences. Additional laptop licences.	Lower, Middle and Upper school	Access to information, programmes and communication apps. Development of fine motor skills and functional literacy and functional skills.	n/a	ASAP	Cognition, fine motor skills, research, information gaining and sharing, learning, communication.	10,000	Budget and fundraising	M C
Medium	Adaptation of Sensory Room to gallery/sensory space	Sensory block	Functionality and dual purpose of a room, underused by our complex needs children - rom is cold, frightening for some of our more complex children and cannot be used as place to go when in crisis.	yes	ASAP	Multi use space, collaborative partnerships.	12,000	Fundraising	M C
Medium	Horticulture. Polytunnels for commercial growing - work-related learning.	Field and Woodland	Accessible careers for pupils development - acces to water for plants and gardens, planting replacement after drought,	n/a	Summer 2019	Pupils' future careers - training and work on site. Experience of work.	17,000	Fundraising	M E C

Approved by: _____

Sign: _____

Date: _____

Appointment: _____

Approved by: _____

Sign: _____

Date: _____

Appointment: _____