

Date: January 2023
Headteacher: Anne Fenner
Chair: Mike Landers



Pen-y-Groes School Access Scheme

2023 -2025

Access to the Physical Environment

	Targets	Strategies	Timetable	Responsibility	Success criteria
Short-term	Ensure that any disabled pupils, adults and visitors can be safely evacuated as applicable	Personal Emergency Evacuation Plans for any disabled pupils, where and when necessary.	January 2023 and update annually	AF	Plans in place

Medium term	General maintenance is needed on site to ensure that all are able to arrive safely on site. Especially with the ongoing building works on site.	New fence and rails are to be installed on site. New rails and fencing ongoing. Must ensure they are in keeping with health and safety guidelines with the Council health and safety officer.	Ongoing Feb 2024	AF	Railings and fencing clear to people with visual impairments.
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Long-term education	Permanent hearing loop, consider the need for an audio loop system throughout the school.	Request costs from the local authority.	Need to consider the costs - the cost of a permanent system against the cost of moving a system from class to class to support the pupils.	AF	Pupils receive a hearing aid throughout her time at school.
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Access to the Curriculum

	Targets	Strategies	Timetable	Responsibility	Success Criteria
Short-term	Respond to the needs of the individual by providing visual timetables in the lower and upper school.	Visual timetables can be found in all classes.	January 2023 onwards	School Staff	All classes with a visual timetable
	Respond to the needs of the individual by changing font use – in size and colour when using the whiteboard to introduce them to the pupils.	Teachers will adjust font size and colour according to the needs of the individual	January 2023 onwards	School staff	The change in font size and colour will support all pupils to access presentations on the whiteboard.

	Ensure that all staff have access to specific training on disability issues	Use a staff audit to identify training needs and inform the Professional Development process.	January 2023 - 2025	School staff	Staff trained
Medium term	Improving the number of dyslexia-friendly books in school	Explore and buy more of a variety of books	Spring 2024 book audition New books Summer 2024	TC and RJ	Dyslexia friendly books supporting pupils.
	To purchase assisted technology, text-to-speech software	Make sure those parents/pupils who need this support are accessible	January 2023 - research....	AF	Support available to parents
Long-term	Ensure that all staff receive disability equality refresher training.	Establish INSET refresher training for USA/ all staff on Equality/Disability	January 2022 - 2025		

Access to Information

	Targets	Strategies	Timetable	Responsibility	Success criteria
Short-term	Review information for parents/carers to ensure it is accessible	<p>Consult parents/carers about access needs when a child is admitted to school</p> <ul style="list-style-type: none"> · Review all letters home to check they are written in English · Produce a newsletter in alternative formats (at the parent's request) e.g. large print, audio as necessary 	Processes in place Summer 2024 onwards	AF	Adaptations available following parent's request
	Inclusive discussion about access to information at each annual review	Consult with parents/carers and children about access to information and preferred formats in each review	Annual	AF	Annual audition takes place

<p>Medium term</p>	<p>the school corridor and classroom displays are accessible to all</p>	<p>Review any laminated wall displays (or similar) for reflections of the windows or light and reset or move as necessary</p>	<p>Annual</p>	<p>School staff</p>	<p>A seasonal walk showing that staff have responded to the individual's needs when creating displays</p>
<p>Long-term</p>	<p>Raise awareness of the strategies and procedures used by speech therapists for SLCD pupils</p>	<p>Provide training in relation to SLCD issues, to all staff</p>	<p>Summer 2023 onwards</p>	<p>All Staff</p>	<p>Staff make use of SLCD strategies in class.</p>