BASIC ACCESS AUDIT FOR SCHOOLS

NAME OF SCHOOL: Woolpit Primary Academy   **CONTACT PERSON:** Mrs Pippa Holmes

Please answer all the questions in this audit. 1= yes - completely, 2 = almost - working towards meeting the guidance, 3 = partially, 4 = not yet considered. The comments column is for your use. You may wish to indicate links to other school plans

	Section 1: DISABILITY AWARENESS / TRAINING	1	2	3	4	Comments for school use
1	Do you provide disability awareness training to enable all staff to understand and recognise disability issues?		/			
2	Do you have arrangements for teachers and teaching assistants to have the necessary training to teach and support children and young people with disabilities if required?	/				

	Section 2: HOW DOES YOUR SCHOOL DELIVER THE CURRICULUM? (see guidance notes)					
3	Do all staff seek to remove all barriers to learning and participation? (see guidance notes)	/				
4	Is teaching appropriately differentiated to meet individual needs so that children and young people make good progress? (see guidance notes)	/				
5	Are all children and young people encouraged to take part in music, drama and physical activities?	/				
6	Do staff provide alternative ways of giving access to experience or understanding for children and young people with disabilities who cannot engage in particular activities, for example some forms of exercise in physical education?	/				
7	Do all staff recognise, understand and allow for the additional planning and effort necessary for children and young people with disabilities to be fully included in the curriculum? (see guidance notes)	/				
8	Are all staff encouraged to recognise and allow for the additional time required by some pupils with disabilities to use equipment in practical work? (see guidance notes)	/				
9	Do you provide access to appropriate technology for those with disabilities?	/				
10	Are school visits, including overseas visits, made accessible to all children and young people irrespective of attainment or disability?	/				

Section 3:	HOW DOES YOUR SCHOOL DELIVER MATERIALS IN OTHER FORMATS FOR <u>ANYONE</u> WHO NEEDS IT? (see guidance notes)					
11	Do you have arrangements to provide information in simple language, symbols, large print, on audiotape or in Braille for pupils and prospective pupils who may have difficulty with standard forms of printed information?		/			Braille not in place
12	Do you have the facilities such as ICT to produce written information in different formats? (see guidance notes)	/				
13	Do you ensure that information is available to staff, pupils and parents in a way that is user friendly for all people with disabilities? (see guidance notes)		/			
14	Is furniture and equipment selected, adjusted and located appropriately?	/				
15	Do you ensure that all school staff are familiar with technology and practices developed to assist people with disabilities?		/			

Section 4: IS YOUR SCHOOL DESIGNED TO BE ACCESSIBLE AND MEET THE NEEDS OF ALL PUPILS? (see guidance notes)
(please complete a copy of Section 4 for the main school and each detached block - including each temporary building, playing field and hard surfaced area)

NAME OF BLOCK (see AMP Data): _____

16A	Number of teaching spaces in block (refer to AMP data)	7	16B	Number of those teaching spaces which are accessible:	7
17A	Number of social spaces in block (see guidance notes)	3	17B	Number of those social spaces which are accessible:	3

4a	GENERAL	1	2	3	4	Comments for school use
18	Are pathways and routes logical and well signed? (both internal & external)	/				
19	Do you have emergency and evacuation procedures to alert ALL pupils? (see guidance notes)	/				
20	Is appropriate furniture & equipment provided to meet the needs of individual pupils?	/				
21	Do furniture layouts allow easy movement for pupils with disabilities?	/				
22	Are quiet rooms/calming rooms available to children who need this facility? (see guidance notes)	/				

4b	GETTING TO THE BUILDING	Yes	No	N/A	Comments for school use
23	Are car park spaces reserved for disabled people near the main entrance? (see guidance notes)	/			
24	Are there any barriers to easy movement around the site and to the main entrance? (see guidance notes)		/		
25	Are steps needed for access to the main entrance? (see guidance notes)		/		
26	Do all those steps have a contrasting colour edging?			/	
27	If there are steps, is a ramp provided to access the main entrance? (see guidance notes)			/	
28	Is there a continuous handrail on each ramp and stair flight and landing to the main entrance?			/	
29	Is it possible for a wheelchair user to get through the principal door unaided? (see guidance notes)	/			
30	If no, is an alternative wheelchair accessible entrance provided? (see guidance notes)			/	

4c	INTERNAL FACILITIES	Yes	No	N/A	Comments for school use
31	If there is a lobby at the principal entrance, is it possible for a wheelchair user to negotiate the doors? (see guidance notes)	/			
32	Do all internal doors allow a wheelchair user to get through unaided? (see guidance notes)	/			Yes except Library
33	Do all the corridors have a clear unobstructed width of 1.2m?	/			
34	Does the block have a wheelchair accessible toilet? (see guidance notes)	/			
35	Does the block have accessible changing rooms/shower facilities? (see guidance notes)	/			

4d	VERTICAL MOVEMENT				
36	How many storeys in the block? Tick appropriate box: **a** = single storey throughout **b** = single storey with some split level parts **c** = single storey with some 2/3 storey parts **d** = mainly 2 or 3 storey (see guidance notes)	a	b/	c	d
		Yes	No	N/A	Comments for school use
37	If the block is on more than one level, do the internal steps/stairs have contrast colour edgings? (see guidance notes)		/		Needs addressing – step into Library need marking

38	Is there a continuous handrail on each internal stair flight and landing? (see guidance notes)	/				
39	Does the block have a lift that can be used by wheelchair users? (see guidance notes)		/			
40	Do you have any other sort of mechanical means provided to move between floors? If yes, please state (see guidance notes) _____		/			
41	Is it possible for a wheelchair user to use all the fire exits from areas to which they have access? (see guidance notes)	/				

4e	SENSORY IMPAIRMENT	1	2	3	4	
42	Are non-visual guides used to assist people to use the buildings? (see guidance notes)		/			Additional aids would be added if needed
43	Could any of the décor be confusing or disorientating for pupils with disabilities?		/			

		Yes	No	N/A	Comments for school use
44	Is a hearing induction loop available (either fixed or portable) in the school? (see guidance notes)		/		
45	Does the block have a "Soundfield" sound reinforcement system?		/		
46	If there is a "Soundfield" system, in what area? (please state here)		/		
47	Do emergency alarm systems cater for those with hearing impairment? (e.g. flashing light)		/		

NOTES:

Please add any comments on access arrangements to your school that you feel would be useful to the LA.

……

……

……

……

……

……

……

……

……

This is a checklist only for guidance
Completing this form does not constitute a full access audit of the premises.