



# Accessibility Strategy & Plan 2020 – 2023 Adopted: November 2020 Reported: Annually Reviewed: As per statutory guidance

# **1 Introduction**

Together with the Rowan Learning Trust (RLT) we are committed to improving the life chances of our learners by removing barriers to participation and achievement.

1.1 Our vision is to be a safe, caring, happy and nurturing community where:

- > everyone can learn through supportive interaction, experience and success;
- > emphasis is placed upon personal development, learning and fulfilling the potential that exists in each one of us;
- each learner is supported holistically;
- each learner receive provision that is tailored to meet their individual academic and social-emotional needs, giving them the skills they need to improve their life chances;
- > learners take responsibility for their lives, their learning and their decisions;
- > working in partnership with stakeholders is a high priority;
- the concerns of parents/carers are listened to and acted upon where possible so that the needs of their children are effectively met.

1.2 Our aim is for each and every member of our community to gain an understanding of their inherent value and the value of others and to enable them to go on to become independent people ready and able to meet the challenges of the 21<sup>st</sup> Century. By putting the interests of the learners at the core of all that we do we aim to:

- > foster high expectations, aspirations and a 'can do' approach in all members of our community;
- > provide a nurturing, restorative and structured learning environment where everyone can feel safe, secure, and valued;
- > develop all learners academic potential and emotional literacy by meeting their individual needs;
- > identify and change aspects of behaviour that are contributory to difficulties experienced in school;
- > support learners to make good progress in all aspects of learning enabling them to move on in their learning journey either
- > returning to mainstream school; transferring to specialist provision or accessing post-16 opportunities and the world of work;
- > provide opportunities for learners to gain appropriate qualifications for future pathways;
- > support mainstream schools in the development and delivery of effective strategies to support positive behaviour;

- develop learners resilience, integrity, self-esteem, self-confidence and citizenship in a climate of mutual respect and tolerance;
- > provide learning opportunities that are fun where we are able to laugh and enjoy each other's sense of humour.

1.3 We value each other as unique members of our school community. We show this through:

- Respect for ourselves, for each other, our family & friends, our community and the environment;
- Kindness to ourselves and each other;
- > Tolerance learning to accept others often allows us to become accepted in return;
- > Resilience many things in life are not easy but we do not give up or give in;
- Integrity being truthful, reliable, trustworthy, and sincere;
- Creativity being curious about the world and developing independent thinking skills;
- > Responsibility taking responsibility for our own learning, our behaviour and our future;
- > Leading by example modelling the behaviours we wish to see in others.

1.4 We are committed to ensuring equality of education and opportunity for all learners, staff, parents and carers receiving services from the school, irrespective of race, gender, disability, faith or religion or socio-economic background. TTAPA respects all people as valuable individuals with equal rights; we tackle discrimination by the positive promotion of equality, challenging bullying and stereotypes and creating an environment which champions respect for all. We believe that diversity is a strength, which should be respected and celebrated by all those who learn, teach and visit here.

TTAPA endeavours to provide a culture of inclusion and diversity in which all those connected to the school feel proud of their identity, able to participate fully in school life and feel valued, cared for and listened to. The development of a positive self-image, self-advocacy, respect for others and an awareness of the value of each individual's contribution to the school community is an integral part of our ethos. We are committed to providing an environment that enables full curriculum access that values and includes all learners, staff, parents and visitors regardless of their education, physical, sensory, social, spiritual, emotional and cultural needs. We are committed to taking positive action in the spirit of the Equality Act 2010 with regard to disability and to developing a culture of inclusion, support and awareness within our settings.

All staff have positive expectations of behaviour and performance for every individual we work with. We strive to foster an atmosphere of mutual respect between all members of our school community. Learners have personalised learning plans, academic expectations are high and related to learner's abilities and learners take appropriate external examinations.

1.5 We believe that every learner should make good progress from their starting point academically, socially and emotionally. All staff are "teacher" of every learner modelling the expectations and aspirations of the provision. All our learners deserve quality first teaching. The achievement of learners will be monitored by race, gender and disability and we will use this data to support learners, raise standards and ensure inclusive teaching

1.6 TTAPA provides education which responds to the differing needs of the diverse and ever changing cohort of learners who would otherwise be attending mainstream/special schools. As an alternative provision (AP) academy we cater for learners who may

- Be at risk of permanent exclusion from school;
- > Have been withdrawn from school to avoid permanent exclusion;
- > Have been permanently excluded from school;
- Have been out of education for a substantial period of time and therefore need intensive work to ensure they can access learning;
- > Be pregnant schoolgirls and school-age mothers (parents);
- > Be unable to attend school for medical reasons identified by a medical professional;
- Be anxious and vulnerable including those with emerging personality disorders, severe anxiety and depression as well as other mental health needs;
- > Be school refusers, school phobics and young carers;
- Have moved into the area (mid-year admissions) who are unable to find a school place because of lack of places in local schools;
- Be children who, because of entering public care or moving placement, require a change of school place and are unable to gain access to a school place;
- > Be asylum seekers and refugees who have no school place;
- Be awaiting assessment of learning difficulties and/or disabilities;

Have statements of special educational need (SEN) or education health care plans (EHCP) whose placements are not yet agreed.

1.7 The main barriers to achievement for most of our learners are a range of emotional and social difficulties and a variety of mental health issues (SEMH). We have a higher than average percentage of learners who have a designated social worker; are supported through a Child in Need (CiN) or Child Protection (CP) Plan; who are children looked after by the local authority (children looked after or CLA) and previously looked after children (pCLA).

The majority of learners who attend on site lessons struggle with social, emotional and mental health difficulties (SEMH), many are diagnosed with ASC, ADHD, ADD and ODD and a very small number have physical disabilities. Learners with more complex health needs access more bespoke provision determined by their state of "wellness".

# 2. Aims

Schools are required under the Equality Act 2010 schools should have an Accessibility Plan. The purpose of the plan is to:

- increase the extent to which disabled learners can participate in the curriculum, expanding the curriculum as necessary to ensure that learners with a disability are as equally prepared for life as are the able-bodied learners. This covers teaching and learning and the wider curriculum of the school such as participation in leisure and cultural activities or schools visits it also covers the provision of specialist or auxiliary aids and equipment, which may assist these learners in accessing the curriculum within a reasonable timeframe;
- improve the physical environment of the school to enable disabled learners to take better advantage of education, benefits, facilities and services provided, adding specialist facilities as necessary this covers improvements to the physical environment of the school and physical aids to access education within a reasonable timeframe;

improve the availability of accessible information to disabled learners (and their parents/carers); examples might include hand-outs, timetables, textbooks and information about the school; the information should be made available in various preferred formats within a reasonable timeframe.

We have included a range of stakeholders in the development of this plan including learners, parents/carers, staff and governors. The plan will be made available online on our website (<u>www.ttapa.net</u>) and paper copies are available on request.

Our complaints procedure covers the accessibility plan. If you have any concerns relating to accessibility in school, the complaints procedure sets out the process for raising these concerns.

# 3. Legislation & Guidance

This document meets the requirements of <u>schedule 10 of the Equality Act 2010</u> and the Department for Education (DfE) <u>guidance</u> for schools on the Equality Act 2010.

The Equality Act 2010 defines an individual as disabled if he or she has a physical or mental impairment that has a 'substantial' and 'long-term' adverse effect on his or her ability to undertake normal day to day activities. If a person has been disabled in the past (for example, people recovering from cancer and people with a history of mental illness) they are covered by the legislation for the rest of their lives. Learners with disabilities have additional/special educational needs; however not all learners with SEN meet the definition for disability. Our accessibility strategy covers all these learners.

Under the <u>Special Educational Needs and Disability (SEND) Code of Practice</u>, 'long-term' is defined as 'a year or more' and 'substantial' is defined as 'more than minor or trivial'. The definition includes sensory impairments such as those affecting sight or hearing, and long-term health conditions such as asthma, diabetes, epilepsy and cancer.

Schools are required to make 'reasonable adjustments' for pupils with disabilities under the Equality Act 2010, to alleviate any substantial disadvantage that a disabled pupil faces in comparison with non-disabled pupils. This can include, for example, the provision of an auxiliary aid or adjustments to premises.

This plan complies with our funding agreement and articles of association.

# **4 Accessibility Strategy**

Our plan anticipates the need to make reasonable adjustments to accommodate needs where practicable and contains relevant and timely actions to provide the best opportunities for all stakeholders.

## 4.1 Curriculum Access: Learning, Teaching & Assessment

Our aim as far as possible is that learners with disabilities should have access to the full curriculum followed by their peers differentiated to meet their personalized needs.

4.1.1 Access to the curriculum is a key issue for consideration when referrals are being considered, when transition into / within / out of TTAPA occurs or when a disability develops. Advice and support is sought from appropriate external partners / agencies when required and can be provided in a variety of formats.

4.1.2 In structuring the timetable reasonable sympathetic consideration is given to individual learners needs. We assess the learners need for support and exam access arrangements for both internal and external assessments/examinations.

4.1.3 ICT facilities which may help to overcome difficulties of mobility and sight impairment in particular. Specialist equipment and ICT resources may be available to meet individual needs which includes software to support learners with dyslexia or reading difficulties.

4.1.4 As an alternative provision academy, there will be a wide range of out of school opportunities including outdoor education; offsite visits; and vocational placements at KS4. We will endeavour to ensure all learners can participate fully in these activities and that they are offered consistent with the limitations imposed by any disability. The suitability of any activity / event and the need for additional support will be fully discussed with the parent / carer in advance should an assessment indicate it would be helpful.

4.1.5 We also promote accessibility with all other partners that we work with, accessing additional support and input when we can.

# 4.2 Access to the physical environment

In structuring the timetable reasonable sympathetic consideration is given to individual needs of the learner or staff. Where possible furniture, seating arrangements and the classroom(s) used can be altered to facilitate access and learning.

4.2.1 Evacuation Procedures are adapted as far as possible to meet specific needs of an individual with a disability whether learner or member of staff. Such procedures will be discussed with the learner and parents/carers and noted in the learner's provision map and SEND file; for colleagues the information is recorded in their HR file. Individuals with additional needs / disabilities who may find emergency evacuation difficult will have a Personal Emergency Evacuation Plan (PEEP) drawn up outlining any additional support that is in place.

#### 4.3 Information to learners, staff, parents and visitors with disabilities

Information that is usually provided by TTAPA in written form can also be provided in large print; on specific coloured paper and/or with coloured ink. For those with difficulty accessing information normally provided in writing then TTAPA will happily consider alternative formats.

#### **5** Training

Our school is also committed to ensuring staff are trained in equality issues with reference to the Equality Act 2010, including understanding disability issues.

#### 6 Monitoring & Evaluation

The Accessibility Plan will be published on the school website and it may be monitored by Ofsted during inspection processes in relation to Schedule 10 of the Equality Act 2010. It is reviewed every 3 years, but may be reviewed and updated more frequently if necessary.

This accessibility plan is linked to our Equality Objective and Single Equality Scheme; our Premises Management Policy and our SEND Information Report.

# **Appendix 1 Ongoing**

As our cohort is continuously changing to increase the extent to which disabled learners can participate in the curriculum we:

- > continue to make reasonable adjustments for learners with disabilities providing a differentiated curriculum when required;
- continue to provide differentiated work in lessons;
- > ensure staff are appropriately trained to meet the individual needs;
- > promote the use of ICT to enable improved access when appropriate/required;
- > respond as situations arise assessing and problem-solving to find workable solutions.

To maintain a safe, secure and welcoming learning environment and improve the physical environment of the school to enable disabled learners to take better advantage of education, benefits, facilities and services provided for all we:

- continue to refresh and refurbish classrooms including classroom furniture to give greater flexibility and adaptability of learning spaces;
- > improve ICT provision for onsite and offsite learners including expanding the wireless network for ease of use;
- > maintain a rigorous premises management routine to ensure areas are safe and fit for purpose;
- > monitor high traffic areas and circulation spaces to ensure they do not become obstructed.

We take great care to ensure that information is provided in the most accessible way and reflects stakeholders preferred means of communication. To further improve the availability of accessible information to disabled learners (and their parents/carers) we:

- provide differentiated worksheets as required;
- provide written information with dyslexia friendly fonts using coloured paper or overlays as requires; use large print; provide magnifying sheets
- > share best practice through regular discussions, monitoring and reviews e.g whole school dyslexia focussed staff meetings;
- ➢ use ICT resources to adapt information.

# Appendix 2: Accessibility Plan

	Aim	Actions	Success Criteria	Timescale	Who
A1	Continue / build on admission and induction processes ensuring full information is shared during the referral process	Refuse to accept referrals with insufficient information and if not on the official referral form Liaise with LA and/or schools re the referral, handover meetings and induction/transition process	Information is shared to ensure learners are placed appropriately in order for their needs to be met.	Ongoing	LA HT RLT CEO
A2	Induct and integrate learners who have transferred mid-term following PEX or to pre-empt a PEX	Continue with pre-start visits for those referred with parents/carers Pre-induction meetings with parents/carers and relevant external agencies Regular review meetings	Successful placement at TTAPA	Ongoing	Pastoral Managers
A3	Raise awareness of individual learners needs and make curriculum adjustments ensure fair access for all	Assess the individual needs of all learners when planning lessons adjusting resources accordingly eg text size, paper colour, writing equipment, classroom position Ensure all staff have access to data about individual learner needs to ensure they are able to plan/deliver to meet those needs.	All learners fully access the curriculum provided Informed conversations as appropriate with parents/carers	As required to respond to learner needs	All staff
A4	Improve awareness and skills of relevant staff on specific disabilities and/or medical needs	Provide training as required eg Epipen training, diabetes awareness, TTAPA train staff to administer medication to those learners whose education would be disrupted if it was not available in the school	Learners able to access activities	As required to respond to learner needs	All staff Pastoral Managers
A5	Ensure teaching & learning methods and/or the learning environment support learners with particular needs	Promote an ethos of acceptance, inclusion and understanding. Demonstrate patience and support	Learners are able to access all activities Progress confirmed by	As required in response to learner need	All staff for each learner as relevant

		Continue to involve parents/carers and/or external agencies for advice and/or training regarding particular needs, use of aids and adaptations and for consistency of approach. <u>Speech impairment</u> : Specific programme as required through liaison with Speech & Language Therapy (SaLT) Hearing impairment: Quiet classrooms, learner facing the teacher, use of hearing loops, TA support as required	observation and formal assessment		SENDCo
		<u>Visual impairment</u> : Learner faces the board/teacher, glasses worn if prescribed, modified print, magnifiers used, liaise with Sensory Learning Support to access/produce Braille resources.			
		<u>Mobility Issues</u> including wheelchair use; Support in PE and outdoor ed, modified classroom environment, corridors and paths clear of hazards and unobstructed, ramps if required, early exit from class			
		Diagnosed medical conditions eg asthma, allergies, diabetes and epilepsy: accessibility of medication administered by suitable trained staff, awareness of staff when planning activities particularly in PE, Art, Science and Cooking.			
		<u>SEMH difficulties</u> : layout of classroom, time out, clear behavioural expectations (NB Relevant to all TTAPA learners)			
A6	Offsite activities and placements are accessible to all learners	Individual learner needs are considered when planning offsite activities and/or placements.	All learners able to participate fully in visits / placements / activities	As required in response to learner need	All staff SENDCo
		Pre-preparation meetings with parents/carers to make all necessary additional arrangements eg transport,	undertaken by their peers and have full access to the		Director of

		knowledge of local area, amount of walking required, parent to accompany learner	curriculum		Offsite Provision
		Brief any AP provider, vocational/work experience			
		placements and any other partners about the needs of the			
		individual learner and support them to make necessary			
		reasonable adjustments as required.			
B In	nprove the physical environ	ment of the school to enable disabled learners	to take better advantage	of education, b	enefits,
faci	lities and services provided	l de la constante de			
	Aim	Actions	Success Criteria	Timescale	Who
	To be aware of the access	Gather data around access needs for a learner and the	Individual relevant and	During pre-start	Pastoral
	needs of all learners and their	parent / carer on induction.	current information is	meeting	Managers
	parent / carers		collected and shared.		
B1					
	Ensure all staff are aware of	Create individual plans for learners and/or parents/carers	All staff have an overview of		
	access issues for individual	as required and incorporate into Provision Maps in	the needs of the learner		
	learners and support is in place.	ClassCharts			
	To be aware of the access	Gather data around access needs through the application	Individual relevant and	During	SBM
	needs of all staff	for to ensure a fair recruitment process.	current information is	recruitment and	
			collected and shared.	induction	
		Gather further information for successful candidates to		process.	
B2		ensure reasonable adjusts can be made prior to			
		employment starting.			
				During back to	
		Gather relevant information from existing staff as needs		work meetings	
	To ensure accessibility is	change/arise. Site checks are carried out in line with the premises	Attendance maintained.	On-going as per	Site staff and
	maintained for all	•	Allendance maintained.	premises	SILE STAIL AND
		management procedures.	Lack of complaints /	•	SDIVI
B3		Any issues identified within the checks are responded to	concerns regarding access	management procedures.	
00		in a timely manner, and that if immediate actions cannot	on arrival from learners, staff	procedures.	
		be taken then an alternative is provided as a temporary	and other visitors / site users		
		measure.			

	To maintain safe site access for all	Regular checks on exterior lighting to ensure it is all working	Everyone feels safe and can access the sites safely	On-going as per premises management procedures.	Site staff and SBM
B4	To ensure that TTAPA passes its annual Fire Safety Audit including training for staff being up to date; regular equipment checks (including emergency lighting) and any defective equipment is replaced.	Staff receive fire awareness training every 3 years Identified fire wardens receive regular training and are aware of their duties			
B5	To ensure that the buildings remain fully accessible and compliant with the Equality Act	Monitor current provision and respond to concerns as they are raised. Ensure that any building or maintenance works maintain and enhance full compliance with the Equality Act in relation to access eg ramps, visual alarms, colour selections when decorating, tactile signage if required etc Furniture and equipment selected, adjusted and located appropriately	The buildings are fully accessible and easily travelled by all site users.	As works are undertaken	HT SBM Site Manager
B6	Annually review all areas of both sites in order to ensure there are no physical barriers to access for current and prospective users with disabilities.	Make any necessary reasonable adjustments as required Make sure pathways around the sites are safe and well signed/lit	Access to all areas are maintain Increased autonomy/independence for disabled site users	Summer holidays	Site Manager
CIN		cessible information to disabled learners (and the second se	Success Criteria	Timogoolo	Who
	Aim To ensure the website is	Actions All statutory documents are published on the website.	Complaint website.	Timescale Annually	RLT
C1	compliant	Annual website audit undertaken by the Trust.		Termly	HT

		Termly website updates conducted by HT.			
	To improve awareness of	Use a variety of formats for communication including texts	All parents / carers are aware	Ongoing	Pastoral
	alternative formats for sharing	and email.	of alternatives available and		Managers
	information		how they can be accessed.		
		Ensure parents / carers are aware that we can provide			Office staff
		information/communication in a variety of formats	All parent / carers are well-		
		including large text, via phone calls and meetings to meet needs.	informed and involved in the education of their child.		
C2		Collect parent / carer communication preferences during induction meetings			
		Termly data collection to ensure up to date parental contacts are maintained			
		Check that correspondence sent home is accessible in			
		relation to literacy levels, language etc			
		Liaise with LA Sensory Services to provide audiotape or			
		Braille versions if required			
	To provide written materials in	Ensure information is presented in a user-friendly way eg	All parties able to fully	Ongoing	All staff
C3	alternative forms when required or requested	use of font style & size; use of staff to support reading; use of ICT	access information		
	To ensure that information in all	Provide a choice of formats for learners and their parents /	All parties have choices	Ongoing	SENDCo
	SEND reviews is accessible to	carers to express their views on the reviews.	about how they are		
C4	all parties		communicated with and how		
		Ensure SEND information report is available on the	they provide their points of		
		website.	view.		
	To ensure that learners needs	Assessors (KCr and DO'B) to test learners and provide	Improvements in learner	Annually as	SENDCo
05	are met through "Access	information on access arrangements.	outcomes.	required	Even Office
C5	Arrangements" in planning examinations.	Access arrangements are in place to meet learners' needs	Exam board and JCQ		Exam Officer
		eg additional time, modified papers, readers/scribes,	requirements are met		
L		ey auditorial time, mouneu papers, reauers/scribes,	requirements are met		

	appropriate environment.		
	Ensure SENDCo and Exams Officer arranges testing in good time and puts in place any requirements in line with JCQ guidance		

# Appendix 3: Access Audit – Hindley

The Hindley Campus is housed in Leyland Park House – a former Victorian school built in the mid-1800s with later additions in the early 1900s. The building was used as a grammar school, a mainstream high school and later a special school before being used as a training based for educational professionals in Wigan. In 2013 Three Towers relocated its secondary provision into the building. Wigan Council's Music Service also uses part of the building.

Feature	Description	Actions to be taken	When?	Who?
No. of storeys	Multiple – essentially the accommodation is housed	Maintain the flooring and handrails.	Regular	Site
	over 2 storeys with the ground floor being flat.		intervals in	Manager
	However, the second story has a number of different	Maintain the buildings and roof in line with the	line with	
	levels due to the additions to the building over the past	Premises management Policy.	Premises	
	150 years. Handrails have been installed where there		Management	
	are more than 2 steps between levels on the upper		Policy	
	floor. Step edges are indicated with tips contrasting to			
	the colour of the main flooring.			
Corridor Access	Most classrooms, offices and toilets are accessed off	Maintain clear corridors to maintain accessibility	Daily checks	All staff
	the 2 main corridors.			
Parking bays	Parking bays to the rear and side of the academy	Allocate parking spaces as requested in	As required	Site staff
	building. The ones to the rear are shared with the	advance		
	Music Service. There are 2 specific parking bays on			
	the rear/ main car park for disabled visitors or staff.			
Entrances (and	There are 3 main entrances to the part of the building	The steps down from the old entrance do cause		
emergency escape	occupied by TTAPA: the visitor reception at the side	issues for wheelchair users or those with limited		
routes)	(blue door); the learner entrance at the rear (white	mobility which is why the new visitor entrance		
	door) and the staff entrance (green door) at the rear.	was created in Summer 2020		
	There is ramp access to each of these and they are			
	well lit.	Maintain clear entrances clear of obstruction	Ongoing	Site staff
	There are also 3 doors which are exits through the	and slip hazards.		
	staff room (ramp access); dining room (ramp access);			
	Sports Hall (ramp access). There is further exit (old			
	entrance) to the front of the building for staff only.			

	This has several concrete steps and handrails on either side. There are rear doors into/out of the Music Service part of the building which have ramps or are flat onto the rear (main) car park.			
Ramps (and emergency escape routes)	There are ramps to most entrance points to the building, including all those from the rear of the building where the main car park is. Plus 3 entrance points on the side of the building, after the doorway from the dining area.	The steps down from the old entrance do cause issues for wheelchair users or those with limited mobility which is why the new visitor entrance was created in Summer 2020 Maintain clear entrances clear of obstruction and slip hazards.	Review need/priority on regular basis	Site staff
Toilets	There is an accessible toilet for those with a disability of the main atrium area on the ground floor. This is available to staff, learners and visitors. There is also an accessible toilet for those with a disability on the ground floor in the area used by the Music Service, with an agreement in place that TTAPA staff may also use this toilet.	Consider access to toilet for staff or visitors with a disability which is not also accessible to pupils.	As funds are available (space would be a factor)	HT SBM
Reception Area	Reception area for visitors is light and accessible; there is a separate waiting area off reception.	Maintain welcoming nature of reception	Regular checks	SBM
Internal signage	Signage re safeguarding in place. Adequate signage to indicate particular classrooms, dining area etc. Fire/emergency exits marked.	Consider additional signage as required	Regular checks	Site Manager SBM
Lighting	A new LED lighting system was installed across the whole building in 2019 and the lux levels meet the required standard.	Maintain current lighting	Regular checks	Site Manager
	Extensive emergency lighting was installed in 2014	Annual checks in line with Premises Management Policy		

# **Appendix 4: Access Audit – Whelley**

The building was built when The Disability Discrimination Act 1995 and 2005 (DDA) were the relevant standards at the time of construction. The DDA 2005 requirement is to ensure that the physical features of the premises overcome physical barriers to access. Physical features are defined in the DDA2005 as "anything on the premises arising from a buildings design or construction or the approach to, exit from or access to such a building".

The DDA requirements were considered and installed by providing the following:

- single storey building;
- > designated car park disability spaces, dropped kerbs throughout the site;
- > automatic entrance/exit doors to the main reception which allow for wheelchair access;
- accessible toilet with showering facilities;
- > internal doors and corridor spaces meet DDA requirements;
- contrast colour throughout the building;
- > lighting throughout the building conforms to the correct Lux Levels for each area;
- > the building meets the performance standard for acoustics of school buildings.