

**HARTSBOURNE PRIMARY SCHOOL
ACCESSIBILITY PLAN 2015 – 2018**

AUDIT CONDUCTED BY	Direct Access Consultancy 21 St Lawrence Court, Nantwich, Cheshire CW5 5PB
DATE	November 2014

INTERNAL AREAS	DETAILS	PRIORITY AND TIMESCALE	WHO IS RESPONSIBLE
Ensure visitors are asked if they need assistance to move around building.	New Visitor system was implemented in January 2015.	Priority A July 2015	Admin Assistant and other Receptionists
Ensure there is an escape strategy for visitors who need assistance.	Update to staff handbook	Priority A July 2015	Head and Health & Safety Co-ordinator
Staff Room Egress: Wheelchair users evacuating from staffroom would have to negotiate 3 steps.	Ensure (adult) wheelchair users know they should evacuate through the main entrance or the kitchen entrance.	Ongoing Priority Ensure wheelchair users are informed via Visitor's System.	Admin and Reception staff
Ensure internal ramps are available for Y5/6 steps (already available for Y3/4)	New set of ramps to be purchased, including a rubber ramp for external class doors.	Priority B January 2015	Senco Site Manager School Business Manager
Ensure the cord alarm in the disabled toilet does not get tied up.	Cleaners to be reminded that the cord should hang loose so that it can be reached from the floor (in case of a fall)	Priority A Ongoing	Site Manager Cleaning Company
Install an induction loop in the main hall and Reception area	A hearing enhancement system would support hearing-aid wearers Quotes and budget planning to be started	Priority C September 2016 Resources Committee to request quotes	Governors Resources Committee and SBM
Replace chairs in library for chairs with arms	This would help those with poor mobility to rise from a chair more easily	Priority C September 2017	Governors Resources Committee and SBM
EXTERNAL AREAS	DETAILS	PRIORITY AND TIMESCALE	WHO IS RESPONSIBLE
Repairs to pavement ramp from accessible car bay	Over time the kerb has crumbled away and is not well defined. Potholes have appeared	Priority B Summer holiday 2016	Site Manager School Business Manager
Improve railings at steps to playground by installing rails on both sides of steps.	Rolling programme to improve railings implemented.	Priority B September 2015 - 2016	Site Manager
Improve the width of the path along Y3 and Year 6 classrooms.	Part of a premises improvement plan; to be designed and costed with support of Herts CC.	Priority C September 2017	Resources committee of Governing Body and SBM

