



HARTSBOURNE PRIMARY SCHOOL ACCESSIBILITY PLAN 2023 - 2026

AUDIT CONDUCTED BY	Natasha Woods (Primary Business Support Officer), Andrew Michaelson (Caretaker), Greg Harper (Head of School)
DATE	18.05.26
RATIFIED BY GOVERNORS	Will be ratified July 2026
DATE FOR REVIEW	July 2029

STATEMENT OF INTENT

As an inclusive school, we respect and value the diversity of the community we serve and actively promote equality of opportunity in every aspect of school life. We are committed to raising the attainment of all our pupils, with due regard to their individual, social and personal circumstances, and preparing all pupils for life in a culturally diverse society.

We are committed to challenging discrimination against those with disabilities and recognise that it is the responsibility of every member of our school community to ensure that this ethos is actively and consistently reflected in our practice.

We will systematically assess, evaluate and regularly review the impact of our school accessibility plan on the life, attitudes and achievements of all groups and individuals amongst our pupils and staff. Our commitment to equality for those with disabilities will be demonstrated through:

- Fostering respect for all groups and individuals, within the context of Human Rights.
- Promoting positive non-discriminatory behaviour.
- Ensuring high expectations of all and appropriate support for individuals with disabilities within school.
- Ensuring representation of a wider range of diversity within our curriculum and encouraging links with the wider community.

OVERVIEW OF THE SITE

The site is steeply sloping with two playgrounds, a large field and a nature reserve. The school was built in 1974 of prefabricated materials, there is little insulation and internal classroom walls are made of metal. Since then PVS cladding was added externally and all windows have been replaced with double glazing and the old roofing materials were replaced. A new disabled access and electronic entrance, medical room and brick cladded staffroom extension, were built in 2010. An external building was installed in 2015 following the receipt of a grant from the Military of Defence, which currently serves as our school library, and decking outside this building was added in 2017. In 2024, another external building was installed in the space that formerly served as the parents' waiting area at the foot of the zigzag path to serve as our school-based Nursery, and landscaping was completed to create a secure, outdoor provision to be connected to this building.

OVERVIEW OF THE AUDIT

The site and main building pose certain limiting factors towards practical and reasonable alterations with regards to full compliance with all accessibility regulations. For example, the width of corridors, size and shape of classrooms and size of lavatories. These could only be adapted as part of a major building alteration or re-build.



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However, several improvements have been made over time and our plan for further improvements is set out below as taken from the current school and access audit checklist

PRIORITY A	PRIORITY B	PRIORITY C
Within next Term	Within the Academic Year	As funds and planning allow

APPROACH, CAR PARKING, ROUTES, RAMPS	ACTIONS	PRIORITY AND TIMESCALE	WHO IS RESPONSIBLE
No external lighting at the main gate. Some parents have complained of poor street lighting and visibility in the winter	Continue to research different types of cost-effective lighting for the main gate. Flag with Hertfordshire County Council.	Priority C	Primary Business Support Officer, Caretaker
Sloped path to main entrance is steeper than 1:20. No information to indicate a dropped curb/crossing point.	Laminated sign to inform of steep path. Re-paint yellow footprints to indicate crossing point.	Priority B	Caretaker
Painted lines to step edges are faded and need re-painting	Repaint as required and when weather allows.	Priority B	Caretaker
Alternative Zig Zag path entrance uneven surface	Laminated sign to inform of uneven surface.	Priority C	Caretaker
MAIN ENTRANCE, RECEPTION, CORRIDORS	ACTIONS	PRIORITY AND TIMESCALE	WHO IS RESPONSIBLE
Outer door opens automatically, inner door does not and has to be opened manually for wheelchair users	This is for security to prevent unauthorised access so no change needed	N/A	N/A
No induction loop available in the entrance way or hall	Continue to research cost of an induction loop.	Priority B	Primary Business Support Officer
Passageways and doorways are just wide enough for a child's wheel chair only. There are steps to classrooms.	Temporary ramps available for steps as stairwell too narrow for a chairlift.	As necessary	Caretaker and Head of School
Signs to classrooms are tactile but not Braille. No induction loops in classrooms.	Research and budget for some braille signage and induction loops as	Priority C	Primary Business Support Officer



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INTERNAL SPACES	ACTIONS	PRIORITY AND TIMESCALE	WHO IS RESPONSIBLE
Dining room tables do not allow use by wheelchair users.	Due to space restrictions tables have fixed seating. A separate table is available if needed.	As necessary	Head of School
No large-print or braille versions of handbooks available	Staff handbook is now digital so text can be enlarged. Research cost of braille version.	Priority C	Primary Business Support Officer
Wheelchair users evacuating from staffroom secondary means of escape would have to negotiate 3 steps.	Ensure (adults) wheelchair users know they should evacuate through the main entrance or kitchen. Child wheelchair users will also be evacuated via main entrance or kitchen as per terms of risk assessments.	Ensure wheelchair users are informed via Visitors System. Risk assessments to be drawn up as and when children require wheelchairs.	Head of School
No tactile diagram of the building is available	Scan plans of building so all staff have digital copies.	Priority C	Caretaker and Head of School