



CLENCHWARTON, WEST LYNN AND WALPOLE CROSS KEYS PRIMARY SCHOOLS
JOINT SCHOOLS ACCESSIBILITY PLAN
2019-2020

Target	Strategies	Responsibility	Timescale
<u>Aim 1: To increase the extent to which disabled pupils can participate in the school curriculum</u>			
To liaise with nursery providers to review potential intake for September 2020.	To identify pupils who may need additional to or different from provision for Sept 2018	Reception Class teachers, Executive SENDCO.	Summer Term 2020
To liaise with all secondary providers to review transition procedures.	To pass on information regarding SEND children. To liaise with KB at THS/SW regarding new transition dates and arrangements	Year 6 Teachers, Executive SENCO.	Summer Term 2020
To review all statutory policies to ensure they reflect inclusive practice.	To ensure they comply with Equality Act 2010	Local Governing Body	Annually
To share ideas and expertise through WNAT.	Executive Head Teacher, Deputy Head, SENCO and appropriate staff to attend termly strategy meetings.	Executive Head Teacher, Executive Deputy Head Teacher, Executive SENDCO, Appropriate staff	Termly
To ensure a close partnership with parents continues.	To ensure collaboration and effective communication between school and families – through; Class Teacher Parent Meetings, Parent coffee mornings, Café's, ITP meetings, Parents' Evenings, website, newsletters and letters.	Staff to continue to liaise with parents informally and formally through meetings, Relevant staff to send letters detailing events to parents. Website updated. Executive Head Teacher, Executive Deputy Head Teacher, Executive SENDCO.	On going
Training for designated TAs as appropriate.	Ensure staff training is available when required for any health issue.	First aid/Step On training updates for staff. Attendance at SEND meetings and SEND	As Appropriate Step On Termly Willow Tree network.

		conferences (WNAT) and Willow Tree Learning) by appropriate staff. Thrive training and updates for appropriate staff members.	
To establish and maintain close liaisons with outside agencies for pupils with ongoing health needs.	To ensure collaboration between all key personnel, eg SENDCO, LAC Coordinator, school nursing team, Educational Psychologists, Speech and language team, parents etc.	Executive SENDCO, Class teachers, LAC Co-ordinator	On going
To ensure staff training for specific disabilities as appropriate.	Training to be sought when required for specific disabilities.	Appropriate staff as required.	When required.
To ensure full access to the curriculum for all children.	Curriculum CPD for all staff, differentiated curriculum, new curriculum assessment procedures, a range of support staff and groups to pre-teach and close gaps, use of interactive teaching equipment, e.g. IWB and visualisers, concrete resources, specific equipment sourced when recommended in a specialist report..	All Staff INSET 03/09/19. All staff implement the Teaching and Learning Policy. Executive SENDCO order/source specific equipment written on a specialist report.	03/09/19 INSET training Daily
To ensure all children are able to access the curriculum through differentiated planning and resources, where appropriate.	Lesson observations, 'Drop ins' and book scrutinises termly by ELT,SLT and KL and subject leaders to ensure differentiation.	Class teachers, SLT, ELT, KL and Subject Leaders.	Termly
To review and monitor progress and attainment of SEND, Intervention, G & T pupils in Pupil Progress Meetings.	Pupil Progress meetings: Scrutiny of results and progress termly for all pupils, Identify gaps and groups, Regularly updated policy for G&T and SEND, Use of Norfolk's Local Offer for families, Intervention groups for G&T and SEN.	Executive SENDCO, Head Teacher and Deputy Head, class teachers, Governors, subject link Governors	Termly
To ensure all Data Tracking sheets and QLA are completed termly.	Class Teachers to update Data Tracking sheets/QLA on a termly basis in preparation for Pupil Progress meetings.	Class Teachers	Termly

To ensure all SEND provision maps are up to date.	Executive SENCO to update provision maps on a termly basis.	Executive SENDCO – following PP meetings.	Termly
<u>Aim 2: To improve the physical environment of the school to increase the extent to which disabled pupils can take advantage of education and associated services</u>			
Improve the physical environment of the school when necessary.	Provision of: adapted seating, writing slopes and implements, coloured overlays/paper and ICT backgrounds as required. Ongoing decorating provision	Executive Head Teacher Executive Deputy Headteacher, Assistant Heads Teaching staff, Executive SENDCO Premises Manager Cleaning Staff	July 2020
Ensure visually stimulating environments for children.	Interactive working walls and displays to celebrate, support and generate interest in learning.	Class Teachers, Teaching Assistants	On going
Ensuring all with a disability are able to participate in all areas of the curriculum.	Use of technology, signing, to enhance learning, differentiated curriculum, ensuring seating positions are adequate and shared areas are clutter free for easy access. Following bespoke outside agency provision.	Class Teachers/Teaching assistants/121's	Ongoing
Ensure the medical needs of all pupils are fully met within the capability of the school.	Medical records to be updated and health care plans written. Staff training where appropriate.	Designated medical records coordinator, Class Teachers, Teaching Assistants	Ongoing
Ensuring disabled parents/carers have every opportunity to be involved.	Adopt a more proactive approach to identifying the access requirements of disabled parents.	All staff.	Ongoing
To improve community lives.	Help to fundraise for local community. Actively encourage families to partake in school life, listen to and take on board community views about school during parent coffee mornings.	Governors, Executive Head Teacher, Assistant Head Teachers, School Council, RE/PSHE Lead	Ongoing

	Close links with the parish churches.		
To monitor and further develop playground facilities and equipment.	MSA's and Ambassadors to encourage playground games. Sports funding to replace necessary broken equipment.	Assistant Head Teachers, MSA's	On going
To review children's records ensuring schools awareness of any disabilities.	All medical records to be reviewed in line with: Medicines in schools document (2014) GOV.UK, Health care plans to be written with input from Health and families. Request parents to sign: the Joint Protocol between Health Services and Schools in respect of the management of pupils absence from school when medical reasons are cited.	School Office, Designated medical records coordinator.	Summer Term 2020