

# EASTHAMPSTEAD PARK COMMUNITY SCHOOL

## ACCESSIBILITY PLAN



Reference Document: Disability Access Audit

### Introduction

The Disability Access Audit (DAA) made a comprehensive study of the school site with reference to issues affecting its accessibility to the disabled. This document aims to present an action plan to remedy those areas where the school buildings and facilities are deficient in term of disabled access.

### Disability Discrimination Act (DDA)

The key points of the DDA that influence the school Disability Access Plan (DAA) are shown at para 1.6 of the DAA. The essential responsibilities are summarised as follows:

Where a physical feature, including one relating to the design or construction of a building, or the approach or access to it makes it impossible or unreasonably difficult for disabled people to make use of a particular service it is the duty of the service provider to take reasonable steps to:

- Remove the feature.
- Alter it so that it no longer has that effect.
- Provide a reasonable means of avoiding the feature.
- Or provide a reasonable alternative way of making the service in question available to disabled people.
- The requirements of the DDA are triggered when a person applies for a job, is employed or it becomes apparent that an existing employee requires some form of accommodation adjustment.

### Deficiency Resolutions

The DAA sorts deficiencies into Priority and Cost bands:

Priorities:

- Priority 1 – Urgent i.e. severe barrier or hazard for disabled people.
- Priority 2 – As soon as possible to eliminate a problem as in Priority 1 or provide a service or facility.
- Priority 3 – Provide a service or facility and to remove a physical barrier.
- Priority 4 – No reasonable solution available, however, management procedures should overcome the problem.
- Priority 5 - Work to be carried out as part of regular maintenance (Best Practice).
- Priority 6- Work to be carried out under refurbishment (Best Practice).
- Priority 7 - Work for specific individuals.
- Priority 8 – Other departments responsibility, ie Fire Officer, Highways

Cost Bands:

- Cost Band 1 – up to £1000
- Cost Band 2 – Between £1000 and £4999
- Cost Band 3 – Between £5000 and £24999
- Cost Band 4 – Over £25000

| Serial | Access Consideration                                        | Recommendation                                                                                                | Priority | Cost Band | Plan                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Completed Y/N                                       |
|--------|-------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|----------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|
| 10     | Main entrance doors and doors to B block too heavy.         | Reduce pressure to minimum necessary                                                                          | P5       | C1        | Doors cannot be adjusted further - consider when doors are replaced/updated.<br><i>B Block double doors to be replaced Apr 15, DT door being replaced Apr 15</i>                                                                                                                                                                                                                                                                                                                   |                                                     |
| 11     | Main entrance doors handles do not contrast well with doors | Lower handles to 1000 mm                                                                                      | P6       | C1        | Under review if the doors are replaced at any time in the future                                                                                                                                                                                                                                                                                                                                                                                                                   | N/A                                                 |
| 13     | Student entrances                                           | Clear signage and location maps to be provided when required.                                                 | P3       | C2        | For action when required.                                                                                                                                                                                                                                                                                                                                                                                                                                                          | A/R                                                 |
| 14     | Student entrances                                           | Where possible entrances should have a ramped approach i.e. Technical Block, Sports hall and Performing Arts. | P3       | C3        | For action if building works planned                                                                                                                                                                                                                                                                                                                                                                                                                                               | A/R                                                 |
| 16     | Reception Area                                              | Provide induction loop system.                                                                                | P2       | C1        | Planned as part of the Planned Maintenance programme for 2004/5 but never implemented by the LA. School to review if funding becomes available                                                                                                                                                                                                                                                                                                                                     | N/A<br>Expensive                                    |
| 17     | Reception Area                                              | Provide information in different formats                                                                      | P2       | C1        | Signage noting this service is available                                                                                                                                                                                                                                                                                                                                                                                                                                           | Admin P                                             |
| 21     | Internal doors                                              | Reduce pressure to minimum necessary                                                                          | P5       | C1        | Doors cannot be adjusted further - consider when doors are replaced/updated.<br><i>Corridor doors replaced with overhead door closures.</i>                                                                                                                                                                                                                                                                                                                                        | When required.                                      |
| 22     | Internal doors                                              | Lower handles to 1000 mm                                                                                      | P5       | C1        | Action when doors replaced/refurbished- doors not replaced so not actioned                                                                                                                                                                                                                                                                                                                                                                                                         | N                                                   |
| 23     | Internal doors                                              | Some combination locks too high                                                                               | P6       | C1        | For review when necessary would require whole door replacement                                                                                                                                                                                                                                                                                                                                                                                                                     | A/R                                                 |
| 25     | External Ramp to Performing Arts from English area          | Windows on the ramp are a hazard to the disabled.                                                             | P1       | C1        | All ground floor windows in the new build part of the school present a hazard to able bodied and disabled alike. A programme of protective barriers has been implemented on the most hazardous windows. All windows are fitted with limiters but these are fragile by design and are not student proof. The cost of further provision will fall into C3 cost areas not C1. The windows are discussed at all condition surveys and will be reviewed at the next as a priority item. | Window limiters checked and replaced when required. |

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|----|--------------------------|--------------------------------------------------------------------------------------------------|----|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| 26 | Dining Area              | Provide signage to identify wheelchair route to Restaurant                                       | P2 | C1 | For review when necessary.                                                                                                                                                                                       | A/R                |
| 27 | Dining Area              | Provide information in different formats when required                                           | P2 | C1 | For review when necessary.                                                                                                                                                                                       | A/R                |
| 28 | Dining Area              | Provide alternative seating, some with armrests when required.                                   | P7 | C1 | For review when necessary.                                                                                                                                                                                       | A/R                |
| 29 | Dining Area              | Provide portable induction loop system.                                                          | P1 | C1 | Cost prohibitive                                                                                                                                                                                                 | A/R                |
| 30 | Library                  | Provide large print books where necessary                                                        | P7 | C2 | Done when need arises                                                                                                                                                                                            | Y                  |
| 32 | Library                  | Ensure there is good circulation                                                                 | P2 | C1 | Ongoing management action to resolve.                                                                                                                                                                            | Y                  |
| 33 | Library                  | Install and induction loop system as required                                                    | P2 | C1 | See Serial 16 and for action when required.                                                                                                                                                                      | A/R                |
| 35 | Performing Arts          | Consider induction loop system in the Main Hall for use by pupils and visitors.                  | P2 | C1 | The Performing Arts building is not used for public performances. Consideration will be given for induction loop system when necessary.                                                                          | A/R                |
| 37 | Performing Arts          | Access for wheelchairs to the stage                                                              | P3 | C3 | The Performing Arts building is not used for public performances. There is no specific requirement for wheelchair access at this stage as it is possible to achieve access to the stage area via the rear doors. | Y                  |
| 40 | Toilets                  | Repair broken or damaged rails where appropriate.                                                | P5 | C1 | Routine maintenance                                                                                                                                                                                              | Y                  |
| 41 | Toilets                  | Consider adapting the male WC in the Performing Arts building and the male WC close to Reception | P3 | C3 | Overall toilet provision in the school is under review and will consider overall disabled toilet provision.                                                                                                      | £5k quote in 2010. |
| 43 | Staff Room               | Install a portable induction loop system.                                                        | P3 | C1 | For consideration when required                                                                                                                                                                                  | Y                  |
| 46 | Teaching Areas Generally | Keep circulation areas clear of obstruction and provide signage where necessary.                 | P3 | C1 | Ongoing management action to resolve.                                                                                                                                                                            | Y                  |

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|----|-----------------------------|-------------------------------------------------------------------------------------------|----|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| 47 | Teaching Areas Generally    | Improve colour contrasts                                                                  | P7 | C2 | Take due regard in maintenance programme.                                                                                                                        | Y   |
| 48 | Teaching Areas Generally    | Ease doors                                                                                | P5 | C1 | Take due regard in maintenance programme.                                                                                                                        | Y   |
| 49 | Teaching Areas Generally    | Improve vision panels                                                                     | P5 | C1 | Take due regard in maintenance programme.                                                                                                                        | Y   |
| 50 | Teaching Areas - workshops  | Provide adjustable height workbenches.                                                    | P3 | C2 | To be actioned as required                                                                                                                                       | A/R |
| 51 | Teaching Areas - Food rooms | Provide variable height kitchen work tops and units as necessary.                         | P3 | C2 | To be actioned as required                                                                                                                                       | Y   |
| 52 | Sports Facilities           | Install an accessible WC and shower and changing facilities in both male and female areas | P3 | C1 | Overall toilet provision in the school is under review and will consider overall disabled toilet provision. <i>DDA toilet and wet room installed in pavilion</i> | A/R |
| 53 | Sports Facilities           | Provide an induction loop system                                                          | P3 | C3 | To be actioned as required                                                                                                                                       | A/R |

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**Reviewed and Revised:**

**February 2021**

**Responsibility for Implementation and Review:**

**Leadership and Management Committee, Headteacher**

**Date of next review:**

**February 2024**