

## Accessibility Plan and Audit QEMS

### AUDIT (QEMS)

KEY:

- 1 Yes
- 2 Almost
- 3 Partially
- 4 No
- 5 Not applicable

Period	January 2021`	To	January 2022
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1	2	3	4	5	Comments
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Section 1: Disability Awareness/Training						
1	Do you provide disability awareness training to enable all staff to understand and recognise disability issues?	X				
2	Do you have arrangements for Tutors and Assistants to have the necessary training to teach and support students with disabilities if required?	x				
Section 2: How does your Academy deliver the curriculum?						
3	Do all staff seek to remove all barriers to learning and participation?		x			
4	Is teaching appropriately differentiated to meet individual needs so that young people make good progress?		x			
5	Are all students encouraged to take part in music, drama and physical exercise?	x				
6	Do staff provide alternative ways of giving access to experience or understanding for students with disabilities who cannot engage in particular activities – e.g. some forms of exercise in physical education?		x			Alternative arrangements are in place for students with long term needs.
7	Do all staff recognise, understand and allow for the additional planning and effort necessary for students with disabilities to be fully included in the curriculum?		x			
8	Are all staff encouraged to recognise and allow for the additional time required by some students with disabilities to use equipment in practical work?	x				
9	Do you provide access to appropriate technology for those with disabilities?		x			
10	Are Academy visits, inc overseas visits, made accessible to all students irrespective of attainment or disability?	x				
Section 3: How does your Academy deliver materials in other formats for anyone who needs it?						

## Accessibility Plan and Audit QEMS

11	Do you have arrangements to provide information in simple language, symbols, large print, on audiotape or in Braille for students and prospective students who may have difficulty with standard forms of printed info?		x				Large print provided for students where required.
12	Do you have facilities such as ICT to produce written information in different format?		x				
13	Do you ensure that info is available and meetings are accessible to staff, students and Parents in a way that is user friendly for all people with disabilities and those who are not fluent in English?		x				Offer information in other formats.
14	Is furniture and equipment selected and adjusted to meet the needs of students.	x					Furniture can be moved around campus as is required.
15	Do you ensure that all Academy staff are familiar with tech- nology/practices developed to assist people with disabilities?	x					
<b>Section 4: Is your Academy designed to be accessible and meet the needs of all students?</b>							
<b>(4a) General</b>							
16	Are pathways and routes logical and well signed (both internal and external)?			x			Written signs required
17	Is appropriate furniture and equipment provided to meet the needs of individual students?	x					
18	Do furniture layouts allow easy movement for students with disabilities?		x				Limited access in Restaurant - assistance is provided to students where required
19	Are quiet/calming rooms available to students who use this facility?	x					SEND Hub provides this space
<b>(4b) Getting into the building</b>							
20	Are car park spaces reserved for disabled people near the main entrance?	x					Disabled spaces for the Visitors Car Park, permits issued to disabled students
21	Are there any barriers to easy movement around the site and to the main entrance?					x	No lift in the main QEMS building
22	Are steps needed for access to the main entrance?					x	
23	Do all those steps have a contrasting colour edging?					x	
24	If there are steps, is a ramp provided to access the main entrance?					x	
25	Is there a continuous handrail on each ramp, stair flight and landing to the main entrance?					x	Not on internal

## Accessibility Plan and Audit

### QEMS

26	Is it possible for a wheelchair user to get through the principle door unaided?				x	Security buzzer system in place, support provided when necessary.
27	If no, is an alternative wheelchair accessible entrance provided?				x	Entrance is acceptable for a wheel chair user, however assistance will be required.
<b>(4c) Internal facilities</b>						
28	If there is a lobby at the principle entrance, is it possible for a wheelchair user to negotiate the doors?				x	
29	Do all internal doors allow a wheelchair user to get through unaided?				x	Difficult due to weight of fire doors, assistance provided as required
30	Do all the corridors have a clear unobstructed width of 1.2m				x	QEMS is an older building with a varying corridors widths, this would be taken into account when timetabling lessons for accessible students.
31	Does the building have a wheelchair accessible toilet?				x	These are available elsewhere on site
32	Does the building have accessible changing rooms/shower facilities?				x	These are available elsewhere on site
<b>(4d) Vertical Movement</b>						
33	How many storeys in the building? Please insert letter <b>A</b> = single storey throughout <b>B</b> =single storey with some split level parts <b>C</b> =single storey with some 2-3 storey parts <b>D</b> = Mainly 2 or 3 storey					D
34	If the building is on more than one level, do the internal steps/stairs have contrast colour edgings?	x				
35	Is there a continuous handrail on each internal stair flight and landing?				x	
36	Does the building have a lift that can be used by wheelchair users				x	
37	Do you have any other sort of mechanical means provided to move between floors? If Yes, please state	x				Evac Chair in case of fire. Adaptations are made to students timetables to allow

## Accessibility Plan and Audit QEMS

							for ground floor classrooms.
38	Is it possible for a wheelchair user to use all the fire exits from areas to which they have access?					x	Safe Refuge Harbours provided and individual and generic PEEPs completed
<b>(4e) Sensory Impairment</b>							
39	Are non-visual guides used to assist people to use the buildings?	x					Visitors receive a guided tour, students receive support as required
40	Could any of the décor be confusing or disorientating for students with disabilities?			x			Signage to be reviewed
41	Is a hearing induction loop available (either fixed or portable) in the Academy?				x		See Notes (1)
42	Does the building have a 'Soundfield' sound reinforcement system?				X		See Notes (1)
43	If there is a 'Soundfield' system, in what area				X		See Notes (1)
44	Do emergency alarm systems cater for those with hearing impairment (e.g. flashing light)?					x	See Notes (1)

### Notes

- (1) If Landau Forte are informed of a student/s with hearing difficulties an Induction Loop System would be researched in advance ensuring the student/s is not hindered with their learning.

## Accessibility Plan and Audit QEMS

### ACCESSIBILITY PLAN (QEMS)

Target	Strategies	Timescale	Person
Ensure all staff are fully trained in working with students with disabilities	Schedule staff training sessions throughout the year	Initial training has already taken place. Additional training to be scheduled throughout the year	SENDCO / Deputy SENDCO
Train an adequate number of staff to work with students with specific needs	Identify the needs of new students and ensure that appropriate staff have access to training in this area	Currently up-to-date. Additional training to be arranged.	SENDCO / Deputy SENDCO
Improve information sharing between SEN/Medical and Tutorial staff	Information on students with disabilities to be shared with staff working with them and regular meetings to be held to review their progress and provide updates	Initial meetings have taken place, to continue throughout the year	SENDCO / Deputy SENDCO /Medical Officer
Ensure that the building is well signed	Add written and visual signs to Key Rooms	On-going	Site Manager