



## Disability Access Plan 2020 - 2023

Oakham School is committed to providing a fully accessible environment to meet the needs of its pupils, staff, parents and visitors. This Disabled Access Plan has been developed in accordance with the following:

Equality Act 2010, Schedule 10 – Accessibility for disabled pupils, clauses 3 & 4:

3. (1) The responsible body of a school in England and Wales must prepare:
  - (a) an accessibility plan.
  - (b) further such plans at such times as may be prescribed.
- (2) An accessibility plan is a plan for, over a prescribed period:
  - (a) increasing the extent to which disabled pupils can participate in the school's curriculum,
  - (b) improving the physical environment of the school for the purpose of increasing the extent to which disabled pupils are able to take advantage of education and benefits, facilities or services provided or offered by the school, and
  - (c) improving the delivery to disabled pupils of information which is readily accessible to pupils who are not disabled.
- (3) The delivery in sub-paragraph (2)(c) must be:
  - (a) within a reasonable time.
  - (b) in ways which are determined after taking account of the pupils' disabilities and any preferences expressed by them or their parents.
- (4) An accessibility plan must be in writing.
- (5) The responsible body must keep its accessibility plan under review during the period to which it relates and, if necessary, revise it.
- (6) The responsible body must implement its accessibility plan.
- (7) A relevant inspection may extend to the performance by the responsible body of its functions in relation to the preparation, publication, review, revision and implementation of its accessibility plan.

- (8) A relevant inspection is an inspection under—
- (a) Part 1 of the Education Act 2005, or
  - (b) Chapter 1 of Part 4 of the Education and Skills Act 2008 (regulation and inspection of independent education provision in England).
4. (1) In preparing the accessibility plan, the responsible body must have regard to the need to allocate adequate resources for implementing the plan.
- (2) The proprietor of an independent educational institution (other than an Academy) must, if asked, make a copy of the school's accessibility plan available for inspection at such reasonable times as the proprietor decides.
- (3) The proprietor of an independent educational institution in England (other than an Academy) must, if asked by a Minister of the Crown, give the Minister a copy of the school's accessibility plan.

The plan should be read in conjunction with the following policies:

- Health and Safety Policy
- Aims of the School General Policy
- Admissions Policy
- Estates plan of Works
- Security Policy
- Pastoral Care Policy

Disability Access Plan created by:

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Leo Dudin Deputy Head Academic

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Sarah Bailey (Director of People)

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Patrick Trower (Estates Manager)

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Richard Coleman (HSO)

Disability Access Plan scrutinised by:

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William Hawkes (Chief Operating Officer)

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Arthur Mayhew (Senior Deputy Head)

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David Allsop (H&S Trustee)

<b>Development Area</b>	<b>Overall goal</b>	<b>Strategies for delivery</b>	<b>Actions required (date)</b>	<b>Implemented (date)</b>
<b>Strategic Planning</b>	Ongoing development of this 3-year Disability Access Plan (taking account of Schedule 10 of the Equality Act 2010)	Scrutiny of accessibility plan by the Chief Operating Officer (COO), Deputy Head, Deputy Head - Academic, Estates Manager and Health and Safety Officer drawing together all the relevant areas –admissions, curriculum, information, employment and physical environment.	Reviewed annually (next review by December 2021)	Review undertaken December 2020
<b>Admissions</b>	<p>1. To ensure the School uses an Admissions Policy that is legally compliant.</p> <p>2. To ensure that the School's forms and application procedures highlight any candidate's needs for 'any reasonable adjustments' required 'in relation to entrance examination, visiting day or entry to the school'.</p>	<p>1. Review the model admissions policy from the ISBA and adapt current policy.</p> <p>2. Review the School's forms and procedures</p>	<p>1. Annual review to be completed by Registrar and HM by July 2016 for inclusion of policy in next Current Information Booklet part of prospectus.</p> <p>Ensure the policy is accessible on our website allowing for a shorter version to be published in the Current Information Booklet of our prospectus.</p>	<p>1. Admissions Policy reviewed in June 2016 to be in place by September 2016 and available both online and in Current Information Booklet.</p> <p>2. All forms to be reviewed annually in light of Admissions Policy as the new dates are published annually to which these forms pertain.</p> <p>4. Admissions visits highly personalised: visit routes amended to account for disabled parents/pupils</p>

Development Area	Overall goal	Strategies for delivery	Actions required (date)	Implemented (date)
<b>Curriculum Delivery Academic</b>	1. To enable pupils to access/receive and apply the curriculum. 2. To enable pupils to become independent and confident learners. 3. To support Specific Learning Difficulties within the context of the School's academic curriculum offering.	1. The School provides a Learning Support (LS) department staffed by specialist teachers. 2. LS. teachers have varied skills covering curriculum demands at all levels. 3. Guidance is obtained from outside specialists when necessary. 4. Regular communication between pupils, Learning Support staff, House and academic staff and parents re progress and assessment. 5. Regular liaison between Deputy Head – Academic and Heads of School monitoring all year groups' academic progress via Review system. 6. Liaison between LS dept and Exams Office to ensure appropriate arrangements are made for pupils with SpLD to have access to public examinations. 7. Provision made for exam access arrangements: extra time, computer use, read aloud, rest breaks. 8. Make written material/communication available in alternative formats 9. Classrooms can be arranged to provide more space for disabled students	1. LS department to continue to provide appropriate and suitable support to all pupils who require it, across the year groups. [Ongoing] 2. LS department to support all subjects across the curriculum. [Ongoing] 3. Continue to improve the identification process for SpLD pupils from the initial contact with the pupils until they leave.[Ongoing] 4. "Link teachers" established between academic departments and LS dept (during 2061-17 academic year and ongoing) 5. SEN is provided free of charge to pupils, in accordance with legislation.	1 & 2. Pupils in the School, including SpLD pupils, are achieving well across the ability range. The majority make good progress relative to ability, confirmed by GCSE, AS and IB results.  1 & 2. Department Review of LS dept between Deputy Head - Academic and HoD (annually). Appraisal of LS teachers by HoD.  3. Regular inspection of exam access arrangements.  3. Procedure to monitor use of extra time in lessons / internal school examinations instigated to provide evidence to support access arrangements for academic year 2016 -2017  3. HoDs' training to support the above (December 2016)

Development Area	Overall goal	Strategies for delivery	Actions required (date)	Implemented (date)
<b>Curriculum Delivery Academic (continued)</b>		9. Agreed convention of classroom swaps as necessary to ensure ground floor location of lessons. 11. Neuro Developmental Delay programme and Irlen Syndrome diagnosis and treatment support the above. 12. Regular staff training in SEN issues: academic staff induction; HoDs' meetings; guidance issued by SENCO. 13. SpLD information available to all staff: SEN register; notes for guidance for teachers on intranet. 14. IT programmes to support learning in LS dept. 15. Regular specific INSET training for LS staff. 16. Liaison re teaching and learning between LS dept and academic departments. 17. Curriculum adjustments for SpLD pupils as advised by SENCO.		

Development Area	Overall goal	Strategies for delivery	Actions required (date)	Implemented (date)
<b>Curriculum Delivery</b> <b>Extra-curricular</b>	<p>1. To enable pupils to access/receive and apply the extra curriculum as far as is reasonable and possible.</p> <p>2. To enable pupils to become independent and to enhance their learning in the broadest sense.</p>	<ol style="list-style-type: none"> <li>1. A full extracurricular programme offering very broad choice.</li> <li>2. Role of tutors in overseeing the programme of individual pupils, thereby enabling them to make choices that suit their circumstances at a given time.</li> <li>3. Tailoring of Games options for those pupils for whom adjustment is required (e.g. no 'contact' sports)</li> <li>4. Training of staff e.g. with regard to use of adrenaline auto injectors.</li> <li>5. An established process of risk assessment, enabling colleagues to consider the needs of individual pupils and how they can be managed within the confines of a given trip or activity.</li> </ol>	<ul style="list-style-type: none"> <li>• Full review of activities programme.</li> <li>• Ongoing population of the Filemaker database so that colleagues running trips can access needs of individual pupils (e.g. those requiring medication.)</li> <li>• Thorough risk assessments for each outdoor trip and activity completed by trip leader with specific consideration given to needs of individual pupils in conjunction with the Medical Centre/House Master if applicable.</li> </ul>	<p>Range of activities provided, documented in Red Book for each term</p> <p>Trip Leaders can access Filemaker for pupil information or speak directly to the Medical Centre</p> <p>Risk assessments completed for all trips in advance of departure. Medical Centre consulted to ensure any pupil specific requirements are accommodated.</p>

<b>Development Area</b>	<b>Overall goal</b>	<b>Strategies for delivery</b>	<b>Actions required (date)</b>	<b>Implemented (date)</b>
<b>Physical access</b>	1. Improve Disabled access to all buildings.	<p>Review current Disability Discrimination Act (DDA) Survey.</p> <p>Complete DDA survey on all new buildings, major refurbishments, and extensions, and incorporate required actions in schemes.</p> <p>Ensure all key buildings have DDA audit and individual action plan to address any areas that could cause access problems.</p>	<p>DDA survey to be completed by end of Term (1) 2020.</p> <p>Permanent ramp required for access to School House, with removeable ramps required for Computer Sciences and Music. To be completed Summer 2021 / 2022.</p> <p>Dropped kerb required for Hambleton / Gunthorpe.</p>	DDA survey updated November 2020 by Estates Manager /Health and Safety Officer (see Appendix 1 for details).
<b>Physical access</b>	2. Improve signage to all buildings	<p>Review current building signs and directional signs.</p> <p>Develop strategy for new signage if required.</p> <p>Check for hearing induction loop signage.</p>	<p>Review typeface, raised letters, colour contrasts, size, and locations of all signs - by September 2021.</p> <p>Agree proposal with SLT.</p> <p>Budget for new signs throughout School based on findings.</p>	Oakham School has a disability Policy dated August 2019 that is due for review in August 2021. Policy signed off by the Director of Operations, suggest a review by the new COO.

Development Area	Overall goal	Strategies for delivery	Actions required (date)	Implemented (date)
<b>Physical Access</b>	3. Ensure hearing induction loops are fitted to all major lecture theatres and meeting rooms in future building projects.	Fit hearing induction loops to areas with large capacity/public areas.  There are hearing loops in the Chapel and the Wilson Auditorium but testing of this equipment does not seem to currently be undertaken routinely.	The next most sensible step would be a hearing loop at the QET to accompany all of the other disabled access utilities that are already in place.  This should be completed by the end of 2022.	The Wilson Auditorium has a fitted hearing loop as part of the summer 2020 refurbishment project.  Is systems have also ensured that globally enabled transcript creation has been added to the School IT services for live events and teams meetings.
<b>Physical Access</b>	Disabled parking	Ensure key areas have designated disabled parking – public areas.	Include as part of new building projects, identify other areas through DDA.  Repaint current disabled parking areas as required at areas such as the Barraclough by Summer 2021.  Install new disabled parking bays at the Rushebrookes and sports centre carparks by Summer 2022.	Barraclough parking bay repaint – to be completed September 2021  Sports Hall – project due to complete September 2022  Rushebrookes – project due to complete September 2022
<b>Physical Access</b>	Ensure fire alarms in key meeting areas can alert all pupils, staff and visitors.	Fit beacons which flash if the fire alarm is activated, alerting those with hearing difficulties.	Beacons already in place in the Barraclough and Sports Hall  Roll out to QET is still required. This should be completed by Summer 2021 as part of a general refurbishment of some areas.	To be planned through Estates Department dependent on cost due to COVID pandemic.



<p><b>Physical Access</b></p>	<p>Ensure Disabled toilets are available and accessible for pupils, visiting parents and others</p>	<p>Disabled toilets installed in all new build projects.</p> <p>Existing disabled toilets to be checked to ensure ramp access outside from the curb is in place or a temporary ramp is available.</p> <p>Audit of existing disabled facilities and access routes in conjunction with the DDA audit below.</p>	<p>Disabled toilet projects for Buchanans and update the disabled toilet in the QET as it is also used by staff.</p> <p>The QET referb should aim to be completed in Summer 2021 and the Buchanans disabled toilet installation should be added in the year 2022 / 2023 depending on funding and requirement in the house.</p>	
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**Updated – November 2020**



**School House Ramp area**



**Drop Kerbs at GT / HT**



**Repainting parking areas**



**Areas for new disabled bays**

Appendix 1 Disability Discrimination Act (DDA) Survey Updated – November 2020

Facility	Designated Parking	Dropped Kerbs	Level Access	Disabled Toilet	Automated Doors	Disabled Lift	Comments
Chapel	Parking in Chapel Close	n/a	Ramp added to left entrance of main door	Toilet in School House with access button	n/a	No – no access to upper seating area	
School House	Parking in Chapel Close	n/a	Ramp required	Yes	Bowes room toilets	No – no access beyond Ground floor	Projected start in summer 2021 See picture 1
Round House	Parking in Chapel Close	n/a	Yes ramp installed 2018	Toilet in School House with access button	n/a	No – no access beyond Ground floor	
Littles	Parking in Chapel Close	No – ramp required from parking area	No – no access possible beyond entrance due to stairs	Toilet in School House with access button	n/a	No – No access to any floor	
Wharflands	Disabled Parking bays at front of house	n/a	Yes	Disabled toilet in Science Building	n/a	No – no access beyond Ground floor	Move disabled bay to outside sports centre
Stevens	Disabled parking bay in Barraclough area. Reserved spaces available outside House	n/a	Yes	Disabled toilet in Science Building	n/a	n/a	Building has capacity to be adapted for disabled pupil on Ground floor
Science	Disabled parking bay in Barraclough	n/a	Yes, however, no level access from Sports Science fire escape	Yes	Yes at sports field entrance, however, currently isolated due to door fault	Yes, however, no access to Biology 1 <sup>st</sup> floor from lift	Wheel Chair access lift installed 2016.

Facility	Designated Parking	Dropped Kerbs	Level Access	Disabled Toilet	Automated Doors	Disabled Lift	Comments
Library	Disabled parking bay in Barraclough	n/a	Yes	Disabled toilet in Science Building	No	No – No access to 1 <sup>st</sup> floor	Add additional bay in Buchs / Rushebrookes car park
Barraclough	Disabled parking bay at front of building.	Yes – installed July 2016	Yes, from path by main gate	Yes	No	No – No access to Common Room or Reprographics	Disabled bay requires repainting.
Computer Sciences	Disabled parking bay in Barraclough	n/a	No – step up to doorway	No	No	No – no access to 1 <sup>st</sup> floor	Temporary metal ramp required.
Music	Disabled parking bay in Barraclough	Yes	No – step up to doorway	No – Science or Barraclough	No	No	Temporary metal ramp required.
Deanscroft	No	No	No	No	No	No	
Buchanans	No	Yes	Yes	Required	No	No	Add additional bay in Buchs / Rushebrookes car park. Disabled toilet project summer 2022
Rushebrookes	No	Yes	Ramp completed 2018	Yes	No	No	Add additional bay in Buchs / Rushebrookes car park
Hambleton/Gunthorpe	Yes	No – required at front of building	Yes	No	No	No – no access to 1 <sup>st</sup> floor	Drop kerb project at front summer 2021 See picture 2
Barrow/Clipsham	Yes	Yes – installed 2017	Yes	No	No	n/a	
Peterborough	No	No	Yes -2017	Yes	No	No – no access to upper floors	Disabled bay required.

Facility	Designated Parking	Dropped Kerbs	Level Access	Disabled Toilet	Automated Doors	Disabled Lift	Comments
Lincoln	No	No	No	No	No	No– no access to upper floors	Disabled bay required.
Ancaster	No	No	No	No	No	No– no access to upper floors	Disabled bay required.
Sargants	No	No	No	No	No	No– no access to upper floors	Disabled bay required.
CCF	No	No	Yes	No - BAFS closest facility	No	n/a	
Haywoods	No	n/a	Yes	No – BAFS closest facility	No	No – no access to upper floors	
Chapmans	No	No	Yes	No	No	No – no access to upper floors	
BAF Pavilion	Yes	Yes	Yes	Yes	No	Yes	
Sports Centre	Yes	No	Yes ramp system installed in 2016	No	No	No	Disabled bay to be marked out Summer 2022
Art & Design	Yes – Wharflands car park	No	Yes	Yes	No	Yes – within Richard Bull centre only	
Kilburn Cottage	No	No	No	No	No	No	No access to building for wheelchair user
Portacabins	Yes – Wharflands car park	No	No	No	No	No	
Textiles	Yes – Wharflands car park	No	Yes	No	No	No	
Ceramics	Yes – Wharflands car park	No	No	No	No	No	
Medical Centre	No	No	Yes	No	No	No	

Facility	Designated Parking	Dropped Kerbs	Level Access	Disabled Toilet	Automated Doors	Disabled Lift	Comments
Ashburton	No	No	Yes – via front entrance	No	No	Yes	
Merton	No	No	Yes	Yes	No	Yes	
School Shop	No	No	Yes	Yes – in Merton building	No	n/a	
Old School	No	No	Yes	Yes – in Merton building	No	No	Access to building across uneven ground
QET	Yes – disabled parking bay in Barraclough area	Yes	Yes – via stage door	Yes – could do with referb as quite dire.	No – no access to 1 <sup>st</sup> floor		Disabled seating provided
Wilson Pavilion	No	n/a	Yes	No	No	n/a	