

Schedule 1: Approach to Building

School No: 3022

School Name: Croft Church of England Primary

External area: approach from public transport to school entrance gates

Item Ref	Question	Provision Made?		Comments/Site Notes	Recommendations	Quantity	Priority A,B,C,D	Cost	Responsibility	
		Y/N	Partial (%)						LEA	School
	Is the route to the school entrance from the nearest, from the nearest point of public transport, well signed, well lit, free of broken slabs, etc.?	No	80	Very little parking in village since Croft Spa development. No paths near hotel. Visitors with wheelchairs will have to use staff car park. Kerbs in lay by would prevent wheelchair users accessing the path.	Research improvements to parking and investigate safe path to school. Permission from Croft hotel to use car park.	1	A		Yes	Yes
	Are there separate entrances for cars and pedestrians?	Yes		Separate entrances and fenced path installed between car park and playground. Completed 2016		1	A	£9,000		Yes
	Is the route wide enough, and free of kerbs?	Yes		Visitors with wheelchairs will have to use staff car park. Kerbs in lay by would prevent wheelchair users accessing the path.						

Schedule 2: Car Parking

School No: 3022

School Name: Croft

External area:

Item Ref	Question	Provision Made?		Comments/Site Notes	Recommendations	Quantity	Priority A,B,C,D	Cost	Responsibility	
		Y/N	Partial (%)						LEA	School
	Are accessible car parking bays signposted from the car park entrance?	Yes		Visitors disabled bay at bottom of ramp.						
	Are these bays wide enough and long enough to allow transfer onto a wheelchair?	Yes								
	Are the bays smooth, (free from loose stones), well lit, and signposted as being identified for disabled people only?	Yes								

Schedule 3: External Ramps and Steps

School No: 3022

School Name: Croft

External area: school grounds

Item Ref	Question	Provision Made?		Comments/Site Notes	Recommendations	Quantity	Priority A,B,C,D	Cost	Responsibility	
		Y/N	Partial (%)						LEA	School
	Is the ramp properly graded, wide enough, slip resistant, with suitable handrails both sides?	No	75	Ramp gradient 1 in 12, no hand rails.	Freestanding rail to be installed.	2	B	£100.00		Yes
	If no permanent ramp is provided, can a portable ramp be made available?	N/A								
	Are there suitable steps (as an alternative to the ramp), with easily identifiable step nosings, handrails both sides, and are well lit?	Yes		Handrails in place, improved in 2016, steps well lit, not overhanging and painted with non-slip yellow paint.						

School No: 3022 School Name: Croft										
Location:										
Item Ref	Question	Provision Made?		Comments/Site Notes	Recommendations	Quantity	Priority A,B,C,D	Cost	Responsibility	
		Y/N	Partial (%)						LEA	School
	Is the main entrance clearly signposted, well lit, and distinguishable from facade?	Yes								
	Can people on each side of the door, either seated or standing, see each other?	Yes								
	If fitted, are door control systems fitted at heights suitable for all users?	Yes								
	Is the door handle easy to use, of the correct type, at the right height, and tonally contrasted from the door?	Yes								

	Does the door pressure allow ease of access for all users?	Yes								
	Are thresholds flush and level, and mat wells firmly fixed?	Yes		Threshold to Out of School Club stepped.	Ramp entrance. Not high priority currently but will be if a disabled child starts school.	1	D	£50.00		Yes
	Is the door wide enough for all users (800mm clear), with adequate space for wheelchair user to open door?	Yes								
	If fitted, does the lobby allow wheelchair users to move clear of the outer door before opening the inner door?	Yes								
	Is appropriate information signage provided at the Reception, for people with visual impairments or others with lower sight levels (wheelchair users)?	Yes								

	Have front line staff (reception) had access awareness/ equality training?	Yes								
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Schedule 5: Corridors, horizontal movement and activity spaces

School No: 3022

School Name: Croft

Location: ALL

Item Ref	Question	Provision Made?		Comments/Site Notes	Recommendations	Quantity	Priority A,B,C,D	Cost	Responsibility	
		Y/N	Partial (%)						LEA	School
	Are corridors a minimum width of 1200mm? (Better to be 1800mm for wheelchairs to pass each other)	Yes								
	Do any windows (natural light), or artificial light provide glare or silhouettes?	No								
	Do "communication/activity spaces" have good acoustics, and the provision of an induction loop?	No		Accoustics are ok need portable loop.	Purchase loop.	1	B	#####		Yes
	Are suitable signs provided, from both standing and seated positions, where necessary?	Yes								
	Are fire extinguishers (or hose reels) positioned to ensure they do not create hazards for visually impaired people?	Yes								

Schedule 6 - Doors

School No:

School Name:

Location: ALL

Item Ref	Question	Provision Made?		Comments/Site Notes	Recommendations	Quantity	Priority A,B,C,D	Cost	Responsibility	
		Y/N	Partial (%)						LEA	School
	Is the door/s necessary, can it/they be removed?	n/a	n/a							
	Can fire doors be held open on magnetic devices (corridors)?	Yes								
	Are doors well contrasted from their surroundings?	Yes								
	Is the door handle easy to use, of the correct type, at the right height, and tonally contrasted from the door?	Yes								
	Can people on each side of the door, either seated or standing, see each other?	Yes								
	Is the door wide enough for all users (800mm clear), with adequate space for wheelchair user to open door?	Yes								

	If double doors, does one leaf allow 800mm clear opening width?	Yes								
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Schedule 7 - Vertical movement, internal level change (ramps,steps)

School No: 3022

School Name: Croft

Location: Hall/Art Area

Item Ref	Question	Provision Made?		Comments/Site Notes	Recommendations	Quantity	Priority A,B,C,D	Cost	Responsibility	
		Y/N	Partial (%)						LEA	School
	If provided, Is the ramp properly graded, wide enough, with suitable handrails both sides?	No internal ramp								
	Are surfaces slip resistant, with kerbs at the edges?	N/A								
	If no permanent ramp is provided, can a portable ramp be made available?	No too steep		Alternative entrance to be used.						
	Are there steps as an alternative to the ramp, with suitable treads and rises, with easily identifiable step nosing?	Yes								
	Are the steps maintained, well lit, with suitable handrails both sides, and tactile warnings at the top and bottom?	Yes								

Schedule 8 - Vertical movement, stairs

School No: _____ **School Name:** _____

Location: Hall/Art Area

Item Ref	Question	Provision Made?		Comments/Site Notes	Recommendations	Quantity	Priority A,B,C,D	Cost	Responsibility	
		Y/N	Partial (%)						LEA	School
	Are the stair risers and steps the same height and length (open risers not recommended) and are the step nosings easily identifiable?	Yes								
	Are there suitable continuous handrails to both sides, with tonal contrast from background?	Yes								
	Are there suitable landings provided at intermediate levels on stairs?	Yes								
	Is suitable visual and tactile information fitted at each floor level?	N/A								
	Is there suitable lighting?	Yes								

Schedule 9 - Vertical movement, Passenger Lifts, platform lifts and platform stairlifts

School No: _____ **School Name:** _____

Location: Hall/Art Area

Item Ref	Question	Provision Made?		Comments/Site Notes	Recommendations	Quantity	Priority A,B,C,D	Cost	Responsibility	
		Y/N	Partial (%)						LEA	School
	Is a passenger lift provided within the school?	No		Site on split levels. No space to install lift.	Consider chair lift if required in future.	1	D	#####	LEA	
	Is there unobstructed space (1500mm x 1500mm) in front of the doors, and do the doors have a clear opening width of 800mm?	N/A								
	Are the internal dimensions of the lift cabin 1100 x 1400mm (preferred 1100 x 2000mm)min, and is the lift fitted with suitable support rails on three sides??	N/A								
	Are the controls on the landing and in the lift cabin, including emergency phone, within easy reach and clearly visible for all users (within zone of 900mm and 1200mm from floor)?									

	Are these controls clearly visible in contrasting colours and with raise (tactile) characters/numbers?	N/A								
	Does the lift have audible announcements and visual displays?	N/A								
	Is a platform lift or platform stairlift provided within the school? Note - platform stairlifts are not advisable.	N/A								
	Are controls clearly identifiable and within reach of all users?	N/A								
	Does the stairlift platform when not in use automatically revert to folded position?	N/A								

Schedule 10 - WC Provision Generally

School No: 3022

School Name: Croft

Location: Junior/Reception

Item Ref	Question	Provision Made?		Comments/Site Notes	Recommendations	Quantity	Priority A,B,C,D	Cost	Responsibility	
		Y/N	Partial (%)						LEA	School
	Is there WC provision for ambulant people with disabilities? (eg. Grab rail fitted to one WC cubicle) and is travel distance no greater than for an able bodied person?	Yes		Junior Boys and Girls and FSU have grab rails. Full disabled access toilet near staffroom.						
	Is the lobby large enough to allow easy access, and is the WC door easy to operate?	Yes								
	Are the floors slip resistant?	Yes								
	Are fittings easily distinguished from their background?	Yes								
	Are compartment doors controls easily gripped and operated?	Yes								
	Can ambulant disabled people manoeuvre and rise and lower themselves in a standard cubicle?	Yes								

Schedule 11 - Accessible WC Provision

School No: 3022

School Name: Croft

Location: Staff/ Junior

Item Ref	Question	Provision Made?		Comments/Site Notes	Recommendations	Quantity	Priority A,B,C,D	Cost	Responsibility	
		Y/N	Partial (%)						LEA	School
	Is there an accessible WC, with its location clearly signed, and is the travel distance no greater than for an able bodied person?	Yes		Fully accessible disabled toilet facility near reception.						
	Are there suitable fittings, which are easily distinguished from their background, and are they fitted in suitable positions?	Yes								
	Does the door have a clear opening of 900mm, and are doors controls, light switch and locks easily reached and operated?	Yes								
	Are floor finishes slip resistant?	Yes								
	Are management procedures in position to maintain viability of facility?	Yes								
	Does the door have the capacity to open outward to ensure that entry can be gained in the event of someone falling and blocking the doorway?	Yes								

Schedule 12 - Changing/Shower Facilities

School No: 3022 **School Name:** Croft

Location:

Item Ref	Question	Provision Made?		Comments/Site Notes	Recommendations	Quantity	Priority A,B,C,D	Cost	Responsibility	
		Y/N	Partial (%)						LEA	School
	Are there changing facilities?	Yes								
	Is a shower compartment provided which is suitable for use by people with disabilities?	Yes								
	Is the height of the shower head variable?	Yes								
	Have a tip-up seat and suitable handrails been provided?	No seat								
	Is there a dressing cubicle and does it comply with required size and layout?	Yes								
	Are lockers easily reached and operated?	N/A								
	Are all fittings readily distinguishable from their background?	Yes								
	Does the floor have a slip resistant finish?	Yes								

Schedule 13 - Bathrooms

School No: 3022 School Name: Croft

Location:

Item Ref	Question	Provision Made?		Comments/Site Notes	Recommendations	Quantity	Priority A,B,C,D	Cost	Responsibility	
		Y/N	Partial (%)						LEA	School
	Is there a bathroom?	N		Shower						
	Is the bathroom provided with fittings suitable for use by people with disabilities inc assisted use?	N/A								
	Are all fittings easily reached and operated?	N/A								
	Are all fittings readily distinguishable from their background?	N/A								
	Does the floor have a slip resistant finish?	N/A								
	Is a hoist provided?	N/A								

Schedule14: Fixtures and Fittings

School No: 3022

School Name: Croft

Location: RECEPTION

Item Ref	Question	Provision Made?		Comments/Site Notes	Recommendations	Quantity	Priority A,B,C,D	Cost	Responsibility	
		Y/N	Partial (%)						LEA	School
	Are there reception counters, services desks or serveries?	Y								
	Is provision made for wheelchair users (both sides) and are induction loops fitted?	NO	50	Provision is in place for wheelchair users. No induction loop.	Purchase portable induction loop.	1	A	#####		YES
	Is glare or silhouetting avoided at these counters (design and positioning)?	YES								
	Is seating provided, that are stable, with arm rests, and is there sufficient space for a wheelchair user?	YES								
	Do tables allow for wheelchair access?	YES								
	If provided, are telephones fixed at a height that allows easy access by wheelchair users?	YES								
	Are telephones equipped with induction couplers for hearing aid users?	NO								
	Is a text phone available?	NO								

	Is the lighting in the school controllable and adjustable to meet the needs of individual pupils and the task they are working on?	YES								
	If the school is fitted with fluorescent lighting only is it likely to cause inconvenience to people with hearing impairments (background noise and electronic signals)?	NO								
	Is the environment free of unnecessary noise e.g. heating units?	NO								
	Are induction loops fitted wherever information is given or meetings are being held?	NO								
	Are tea, coffee facilities and vending machines accessible and usable by all?	Yes								

Schedule15: Kitchens

School No: _____ **School Name:** _____

Location: _____

Item Ref	Question	Provision Made?		Comments/Site Notes	Recommendations	Quantity	Priority A,B,C,D	Cost	Responsibility	
		Y/N	Partial (%)						LEA	School
	If provided, does the kitchen have fittings suitable for use by disabled people?	NO		All surfaces/ sinks are too high.	Children only work in art/DT area where benches lower. Out of School Club have induction hobs which					
	Is the kitchen of adequate size and layout for disabled people ?	YES								
	Are all fittings readily distinguishable from the background?	YES								
	Is lighting adequate?	YES								
	Does the floor have a slip resistant finish?	YES								

Schedule17: Means of Escape

School No: 3022

School Name: Croft

Location: ALL

Item Ref	Question	Provision Made?		Comments/Site Notes	Recommendations		Priority A,B,C,D	Cost	Responsibility	
		Y/N	Partial (%)						LEA	School
	Is there an audible alarm system?	YES								
	Is the audible fire alarm supplemented by a flashing light system?	YES		In disabled toilet light connected into staffroom.	Ensure staff are aware of children & adults with hearing disabilities.					
	Are ground floor exit routes as accessible as the main entrance routes?	Yes								
	Are Means of Escape strategies in position to ensure disabled people are evacuated safely?	Yes		Procedures in place these will be amended as necessary.						
	If people with disabilities cannot completely evacuate the building can they reach places of safety or refuge, which are clearly signed and of the right size?	N/A								
	Are there Personal Emergency Egress Plans in place members of staff who may require assistance?	YES								

Schedule18: Building Management

School No: 3022

School Name: Croft

Item Ref	Question	Provision Made?		Comments/Site Notes	Recommendations	Quantity	Priority A,B,C,D	Cost	Responsibility	
		Y/N	Partial (%)						LEA	School
	Are the external routes (including steps and ramps) kept clear, unobstructed and free from surface water, ice and snow?	YES		Gritting plan - caretaker responsible for gritting						
	Are accessible car parking spaces only used by disabled drivers and are kept clear of obstructions?	YES								
	Is door ironmongery regularly maintained?	YES								
	Are lifts, platforms and stairlifts regularly serviced ?	N/A								
	Are accessible WC's kept clear and not used for storage?	YES								
	Are appropriate cleaning materials used to ensure that the cleaning and polishing of slip resistant floors does not make them shiny / slippery?	YES		PRIMARY CLUB						
	Do you consider tonal and colour contrast before a redecoration scheme?	YES								

	Do new signs integrate effectively with current signage?	YES		New signage needed in certain areas of school.						
	Are windows, blinds and lamps checked to ensure they are kept clean and in working order?	YES								
	Are induction loops and infra red systems clearly signed and checked regularly?	N/A			Will be once fitted.					
	Are fire alarm systems regularly maintained, and are fire exit routes regularly checked for obstacles?	YES								
	Is there a fire escape strategy for visitors who may require assistance?	YES								
	Is there a personal egress plan prepared for any member of staff who may require assistance?	YES								
	When temporary facilities/displays are installed are disabled pupils/ visitors considered?	YES								

Schedule 19: Curriculum

School No: 3022 School Name: Croft

source: DfES/o462/2002:Identifying Barriers to Access, Section 3- How does your school deliver the curriculum?

Item Ref	Question	Provision Made?		Comments/Site Notes	Recommendations	Quantity	Priority A,B,C,D	Cost	Responsibility	
		Y/N	Partial (%)						LEA	School
	Do you ensure that teachers and teaching assistants have the necessary training to teach and support disabled pupils?	Y				N/A	N/A			
	Are your classrooms optimally organised for disabled pupils?	Y				N/A	N/A			
	Do lessons provide opportunities for all pupils to achieve?	Y				N/A	N/A			
	Are lessons responsive to pupil diversity?	Y				N/A	N/A			
	Do lessons involve work to be done by individuals, pairs, groups and the whole class?	Y				N/A	N/A			
	Are all pupils encouraged to take part in music, drama and physical activities?	Y				N/A	N/A			
	Do staff recognise and allow for the mental effort expended by some disabled pupils, for example using lip reading?	Y				N/A	N/A			

	Do staff recognise and allow for the additional time required by some disabled pupils to use equipment in practical work?	Y		Where necessary.		N/A	N/A			
	Do staff provide alternative ways of giving access to experience or understanding for disabled pupils who cannot engage in particular activities, for example some forms of exercise in physical education?	Y				N/A	N/A			
	Do you provide access to computer technology appropriate for students with disabilities?	Y				N/A	N/A			
	Are school visits, including overseas visits, made accessible to all pupils irrespective of attainment or impairment?	Y				N/A	N/A			
	Are there high expectations of all pupils?	Y				N/A	N/A			
	Do staff seek to remove all barriers to learning and participation?	Y				N/A	N/A			

Schedule 20: Materials in other Formats

School No: 3022 School Name: Croft

source: DfES/o462/2002:Identifying Barriers to Access, Section 3- How does your school deliver materials in other formats?

Item Ref	Question	Provision Made?		Comments/Site Notes	Recommendations	Quantity	Priority A,B,C,D	Cost	Responsibility	
		Y/N	Partial (%)						LEA	School
	Do you provide information in simple language, symbols, large print, on audiotape or in Braille for pupils and prospective pupils who may have difficulty with standard forms of printed information?	Y		For SATS. Provision would be put in place when required.						
	Do you ensure that information is presented to groups in a way which is user friendly for people with disabilities e.g. by reading aloud overhead projections and describing diagrams?	Y								
	Do you have the facilities such as ICT to produce written information in different formats?	Y								
	Do you ensure that staff are familiar with technology and practices developed to assist people with disabilities?	Y								

Schedule 21: Action Plan (Building and Facilities)

School No: 3022 School Name: Croft							
Ref	Question	Recommendations	Time scales	Priority	Cost	Responsibility	
						LEA	School
1	Approach to School	Update signage	12 months	A	£400.00		Y
2	Car Parking			Extend school car park when budget permits. Parking available at Croft Spa for parents.	£4,500.00		Y
3	External Ramp and Steps	Tactile ramp.	12 months	A	£100.00		Y
4	Entrance / Reception	Install handrail to main entrance path.	2yrs	C	£200.00		Y
5	Corridors	Portable loop	1yr	A/B	£140.00		Y
6	Doors						
7	Vertical Movement						
8	Stairs						
9	Lifts						
10	WCs General						
11	Accessible WCs	Ensure disabled toilet is kept clear					

12	Changing and Shower facilities						
13	Bathrooms						
14	Fixtures and Fittings						
15	Kitchens						
16	Signs and Information	See 1					
17	Means of Escape						
18	Building Management						

Schedule 22: Action Plan B - Curriculum

School No:

School Name:

Ref	item	Recommendations	Time scales	Priority	Cost	Responsibility	
						LEA	School

Schedule 23: Action Plan C - Alternative formats

School No.:

Ref	item	Recommendations	Time scales	Priority	Cost	Responsibility	
						LEA	School
	Alternative formats						