



Mellor St Mary CE Primary School

Brundhurst Fold, Mellor, Blackburn

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www.mellor.lancs.sch.uk



Accessibility Audit & Plan 2nd Review November 2023

Original Plan: November 2016, 1st review November 2019


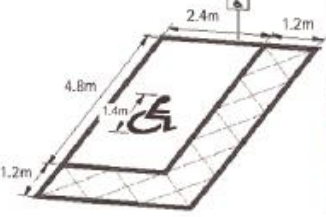

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| School Type | Local Authority Maintained |
| Pupil Age Range | Primary |
| Most recent Ofsted rating | Good |
| Head Teacher | Joanne Embley-Peers, head@mellor.lancs.sch.uk |
| SENCO | As above |
| Lead Officer re Site & Facilities | As above |
| Next Audit & Plan due by | November 2026 |

1.1 Table of Audit Findings





This table summarises the audit outcomes. The detailed findings are given in Section 10 below.

| Action Plan recommendations, where appropriate, are provided in Section 13. Reference | Audit Aspect | Outcome 2023 |
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| Access to Information | | |
| 10.1.1 | Staff Training – Is awareness training provided to enable all staff to understand and recognise disability issues? | Compliant |
| 10.1.2 | Arrangements for providing information in simple language, large print, via digital audio, by Braille | Compliant |
| 10.1.3 | Is the school Website and social media content accessible? | Compliant |
| 10.1.4 | Is information presented to groups in a user-friendly way for people with disabilities which affect their vision? | Compliant |
| 10.1.5 | Staff familiarity with technologies and support strategies and processes developed to assist people with disabilities | Compliant |
| 10.1.6 | Complaints process | Compliant |
| Access to Site and Facilities | | |
| 10.2.1 | Access via Public Transport | Compliant |
| 10.2.2 | Arrangements for disabled parking | Improvement Recommended |
| 10.2.3 | Security gates and barriers | Compliant |
| 10.2.4 | Access through the site to Reception | Compliant |
| 10.2.5 | Reception facilities | Improvement Recommended |
| 10.2.6 | External areas, movement between buildings | Compliant |
| 10.2.7 | Emergency Evacuation and Lockdown Procedures | Compliant |
| 10.2.8 | Internal movement – corridors and evacuation routes | Compliant |


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| 10.2.9 | Internal movement – stairs and lifts | n/a |
| 10.2.10 | Accessible Toilets | Compliant |
| 10.2.11 | Changing Rooms | n/a |
| 10.2.12 | Medical Facilities | Compliant |
| 10.2.13 | Internal Signage | Compliant |
| 10.2.14 | Internal décor and finishes | Compliant |

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| Audit Findings |  | <p>The school has parking for 5 cars at the front of the building however no accessible parking space. It is recommended that there is an accessible parking space marked out in case a disabled user should visit. It would be reasonable for the school to use this themselves however have it available should it be needed.</p> <p>There are regular road safety notices in the school newsletter, on the website and in various other literature reminding parents about road safety when dropping-off and collecting their children.</p> | | |
| Grade 2019 | Improvement Recommended | | | |
| Previous grade, < if applicable > | <Year> <Grade> | <Year> <Grade> | <Year> <Grade> | <Year> <Grade> |
| Suggestions to improve/resolve | <p>Mark out an accessible parking space in the car park and ensure it is signposted. Example:</p> <div style="display: flex; justify-content: space-around; align-items: center;">   </div> | | | |

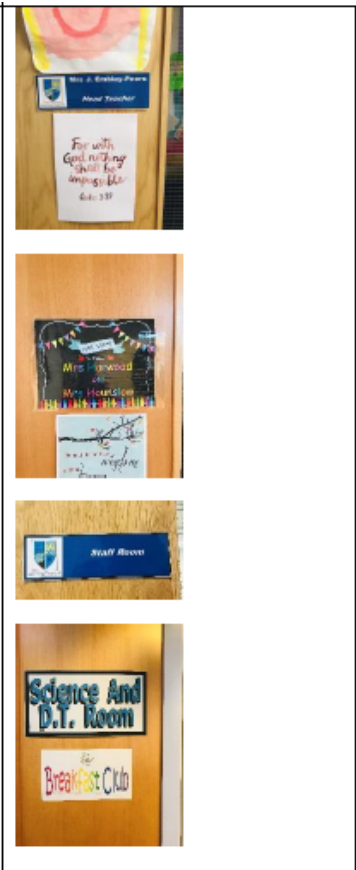
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| November 2023 | Flat are parking next to the school building and gate is left for free disabled parking although this has not been identified with signage. |
| Action | Signage needed to define disabled parking area. |

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| <p>Audit Findings</p> |     | <p>A wheelchair user can enter the main reception area unaided if needed through manual doors which are no heavy to operate.</p> <p>Reception staff are aware of the needs of disabled visitors and ensure all communication is inclusive and supportive. There is a wheelchair accessible counter.</p> <p>The reception area has enough space for a wheelchair user to wait, as well as compliant chairs with arms for the mobility impaired. Alternative Signage is available in large fonts if required.</p> <p>An induction loop with appropriate signage should be provided to assist hearing-aid users to communicate with the receptionist. There is no induction loop fitted to assist visitors who have impaired hearing in the reception area. Hearing (induction) loops help people with hearing loss to hear sounds more clearly by reducing the effect of background noise.</p> <p>When a staff member speaks into that microphone, sound is transmitted as a magnetic field which can be picked up by hearing aids when set to the 'T' setting or hearing loop program. This applies to different types of hearing aids, including digital.</p> <p>A portable hearing loop provides limited coverage and is designed for one to one conversation for people with hearing aids.</p> <p>There is an accessible toilet at the back of the school near the KS2 entrance. It is recommended to have a sign in reception indicating the location.</p> |
| <p>Grade 2019</p> | <p>Improvement Recommended</p> | |

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| <p>November 2023</p> | <p>Individual loop system available in school for personal use</p> |
| <p>Action</p> | <p>Signage in reception area to denote where the accessible toilet is.</p> |

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| Audit Findings |  <p>Suggest a light to be placed on the wall (above)</p> | <p>All paths and routes are safe and clearly marked, with surfaces and kerbs free from trip or safety hazards.</p> <p>There are two ramps at the back of the school which are waiting to have their handrails repaired. They are of the appropriate gradient, with visual and tactile identification of start and end. Accompanying handrails are important for people with walking difficulties and impaired balance. There should be handrails either side in a contrasting colour. Normally people who have difficulty negotiating changes of level need the support of handrails. For example, someone with cerebral palsy would only have strength to one side of the body and so would require a rail to be fitted either side of the steps for ascent and descent.</p> <p>It is important that the external areas are well-lit. We recommend an additional light is added to the wall (see picture for location).</p> <p>The signage externally is adequate. There is no use of Braille.</p> | | |
| Grade 2019 | Improvement Recommended | | | |
| Previous grade, <if applicable> | <Year> <Grade> | <Year> <Grade> | <Year> <Grade> | <Year> <Grade> |
| Suggestions to improve/resolve | Ramps to have handrails. External light recommended (see pic for location) | | | |

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| November 2023 | Log fencing and ramp are replace with composite materials and hand rails attached at correct point. Increase outside lighting in this area. |
| Action | Ensure all outside lighting is correctly maintained. |

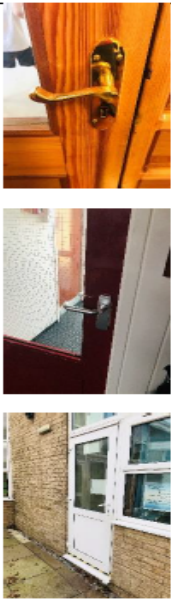

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| <p>Audit Findings</p> |  | <p>The signage around the school is clear and there is a floor plan map. Accessible maps and signs ensure blind and partially sighted people can find their way around your school. This is a legal requirement to make sure your signage doesn't exclude people from accessing your school. Any new signs should be designed to meet the requirements of the Sign Design Guide. This is published by the JMU & Sign Design Society.</p> <p>The school has made an effort to ensure that signage is compliant with both uppercase and lowercase lettering.</p> <p>We recommend that the classroom signage on the doors is improved to make it clearer as it is not uniform.. Adding tactile signage (Braille) is recommended when changing signage.</p> |
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| Grade 2019 | Improvement Recommended | | | |
| Previous grade, <if applicable> | <Year> <Grade> | <Year> <Grade> | <Year> <Grade> | <Year> <Grade> |
| Suggestions to improve/resolve | Classroom signage to be improved by making it more uniform. | | | |

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| November 2023 | Door signage uniform in style |
| Action | Completed |

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| Audit Findings | All areas to which disabled and SEN pupils have access are well lit. We have however recommended that a specific light is installed outside of the building on the route where the KS1 children use. Please see section 10.2.6 for more information. There is a provision of blinds and curtains in some of the classrooms to control glare and reflections. | | | |
| Grade 2019 | Improvement Recommended | | | |
| Previous grade, <if applicable> | <Year> <Grade> | <Year> <Grade> | <Year> <Grade> | <Year> <Grade> |
| Suggestions to improve/resolve | Fit blinds to all classroom windows where the sun light could impair view of the Smart Boards. | | | |

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| November 2023 | Fit blinds or window covering to prevent sunlight from blocking view of interactive boards. |
| Action | Partially completed. |

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| Audit Findings |  <p>Door which are accessed by disabled pupils are wide enough for wheelchair access. They include vision panels that extend low enough to enable short or young or wheelchair pupils to see through and be seen.</p> <p>Doors with closers are openable with minimum force. However, we did find that some of the door closures were noisy – for example the door to the girls’ cloakroom by the KS2 entrance door. Please check and adjust accordingly.</p> <p>Not all door handles are of a contrasting colour to the door frame (see bottom left picture) and we recommend this is adjusted as it is currently confusing for a person with a visual impairment. Not all of the door handles are of the compliant ‘d’ variety.</p> <p>Held-open doors have high visibility edge markings for ease of identification.</p> | | | |
| Grade 2019 | Improvement Recommended | | | |
| Previous grade, <if applicable> | <Year> <Grade> | <Year> <Grade> | <Year> <Grade> | <Year> <Grade> |
| Suggestions to improve/resolve | <p>Door handles to be of a contrasting colour to the door frame. Door handles to also be of the ‘d’ variety. Example:</p>  <p>Check that door closures are not noisy.</p> | | | |

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| November 2023 | Change external door hands to a contrasting colour. |
| Action | Completed |

Accessibility Plan presented to the Resources Committee
Actions reviewed : November 2023, presented to GB Feb 2024

Headteacher / SENCO: *J. Embley-Peers*

Chair of Committee: *H. Adams*

Next Review: November 2026