



Mellor St Mary CE Primary School

Brundhurst Fold, Mellor, Blackburn

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Accessibility Audit & Plan 4th Review November 2026

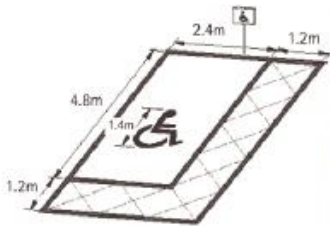
Original Plan: November 2016

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 2029

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 2025
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
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

Audit Findings		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. 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.			
Grade 2019	Improvement Recommended				
Previous grade, < if applicable >	<Year> <Grade>	<Year> <Grade>	<Year> <Grade>	<Year> <Grade>	<Year> <Grade>
Suggestions to improve/resolve	Mark out an accessible parking space in the car park and ensure it is signposted. Example:  				

November 2026	Flat area 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.

Audit Findings		A wheelchair user can enter the main reception area unaided if needed through manual doors which are no heavy to operate. Reception staff are aware of the needs of disabled visitors and ensure all communication is inclusive and supportive. There is a wheelchair accessible counter. 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. 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. 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. A portable hearing loop provides limited coverage and is designed for one to one conversation for people with hearing aids. 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.
Grade 2019	Improvement Recommended	

November 2026	Individual loop system available in school for personal use
Action	Signage in reception area to denote where the accessible toilet is.

Audit Findings	 Suggest a light to be placed on the wall (above)	All paths and routes are safe and clearly marked, with surfaces and kerbs free from trip or safety hazards. 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. It is important that the external areas are well-lit. We recommend an additional light is added to the wall (see picture for location). The signage externally is adequate. There is no use of Braille.			
Grade 2019	Improvement Recommended				
Previous grade, <if applicable>	<Year> <Grade>	<Year> <Grade>	<Year> <Grade>	<Year> <Grade>	<Year> <Grade>
Suggestions to improve/resolve	Ramps to have handrails. External light recommended (see pic for location)				

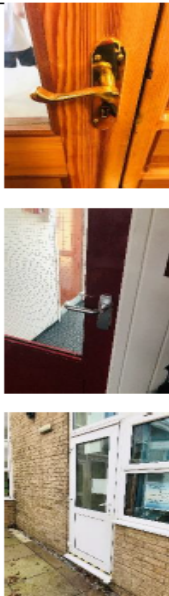
November 2026	Log fencing and ramp replaced with composite materials and hand rails attached at correct point. Increase outside lighting in this area Flagging area to the main entrance are replaced with tarmac.
Action	Flagging area outside the garden area to replaced with tarmac

Audit Findings					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. The school has made an effort to ensure that signage is compliant with both uppercase and lowercase lettering. 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.
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.				

November 2026	Door signage uniform in style using WIDGIT dual coding symbols and words
Action	Wider signage and communal displays to use widget symbols

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.			

November 2026	Fit blinds or window covering to prevent sunlight from blocking view of interactive boards.
Action	Partially completed. – Hall door and class 3 replaced, class 4 and 5 to be completed

Audit Findings		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. 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. 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. Held-open doors have high visibility edge markings for ease of identification.			
Grade 2019	Improvement Recommended				
Previous grade, <if applicable>	<Year> <Grade>	<Year> <Grade>	<Year> <Grade>	<Year> <Grade>	<Year> <Grade>
Suggestions to improve/resolve	Door handles to be of a contrasting colour to the door frame. Door handles to also be of the ‘d’ variety. Example:  Check that door closures are not noisy.				

November 2025	Change external door hands to a contrasting colour.
Action	Internal door handles have been replaced with push / pull handles and all contrasting colours. New fire doors are being installed in communal areas.

Accessibility Plan presented to the Resources Committee
Actions reviewed : November 2026, presented to GB Feb 2027

Headteacher / SENCO: *J. Embley-Peers*

Chair of Committee: *H. Adams*

Next Review: November 2029