



Durham School

SENDA POLICY AND THREE YEAR PLAN 2019/2022

1. Policy aims

- 1.1. Durham School acknowledges its duty towards pupils, staff, parents, Governors and the wider community who have a disability. Where pupils or prospective pupils are concerned the School acknowledges its non-discrimination and planning duty under the Equality Act 2010.
- 1.2. Durham School is an inclusive and equal opportunities establishment. Pupils identified as having special educational need or a disability will, like all pupils at Durham School, be entitled to access the full school curriculum and be encouraged to take advantage of the opportunities offered by the School to achieve their full potential in all areas of school life.
- 1.3. Where practicable the School aims to make reasonable adjustments based on information provided and advice received, to enable a prospective pupil to take up a place at the School.
- 1.4. The School commits in this policy to observing the principles of the Equality Act 2010 and does not discriminate on any grounds.

2. Procedure

- 2.1. The School asks parents to complete an Application form and to disclose whether their child has a disability, special education need or medical condition. Parents who make a disclosure concerning a disability, special educational need or medication condition, will then be asked to provide additional detailed information in relation to their child.
- 2.2. In assessing any pupil or prospective pupil the school may take such advice and require such assessment as it deems appropriate. In taking this advice the School will be sensitive to issues of confidentiality.

3. Background to the Accessibility Plan

3.1. The School's layout and facilities:

- Bow School consists of a range of old buildings, together with the Spinney Block which was built in 1997
- The Senior School also consists of a range of old buildings, many of which are listed. The most recent additions are the Derek Best Block, built in 1985 and MacLeod House, built in 2006
- Both sites are located on undulating / hilly terrain accessed by pupils through paths and walkways
- The School has disabled toilet facilities in the Spinney Block at Bow and Macleod House at the Senior School, and an accessible toilet in the Administration Block at the Senior School.
- Ramps have been added to various buildings as part of ongoing maintenance projects

3.2. A pupil with restricted mobility is likely to be put at a disadvantage by these problems. A pupil with severely restricted mobility may be unable to access some of the education and other activities offered by the school.

3.3. Where practicable in line with the Special Educational Needs and Disability Policy the school will make reasonable adjustments to the timetable to allow children with restricted mobility to attend accessible parts of the school.

4. The Accessibility Plan

4.1. The School will review and evaluate the DDA plan annually to:

- assess the effectiveness of actions taken in the previous year
- set targets for the forthcoming year
- update in the light of any legislative changes

4.2. The School will make a log of all reasonable adjustments and it will be available to interested parties.

4.3. A copy of the plan is appended to this policy. Shading indicates that an item has been completed.

5. Pupil participation in the curriculum

5.1. The School will aim to increase the extent to which SEN pupils can participate in the curriculum and other activities offered.

5.2. Support for SEN pupils will be co-ordinated by the Head of SEN.

5.3. Appropriate consideration needs to be given to the teaching of practical subjects to disabled pupils. Where a pupil has a disability a risk assessment will be carried out, this will cover risks to the disabled pupil and risks to others that may be affected by his/her actions or omissions.

5.4. In general teaching areas aspects of health and safety are particularly important where a disabled pupil is involved, for example classroom entrances and corridors should not be cluttered. All classroom

teachers need to consider in advance of their teaching the needs of any disabled pupils in their class, this may include the allocation of a particular place for a pupil to sit or the allocation of a suitable storage place.

- 5.5. The needs of disabled pupils must also be considered in relation to School trips and visits, in relation to both transport to and from the location and facilities at the location.
- 5.6. Where physical access to the site is difficult for a prospective pupil, the school recognises the need to be proactive in enabling access. Accordingly pupils with relevant disabilities will where practicable be:
 - 5.6.1. Placed in ground floor classrooms, laboratories, art rooms etc that are convenient for access
 - 5.6.2. Placed in a form room or tutor group that provides suitable physical access
 - 5.6.3. Given priority in the writing of the timetable with regard to accessible rooms and set allocations.

6. Delivery of information to SEN pupils

- 6.1. On request the school will arrange for documents to be provided to prospective parents who have SEN in a format that will meet their need.
- 6.2. All school documents are available in large print format.
- 6.3. The school will provide INSET for all staff to support them in improving their communication with pupils with SEN.
- 6.4. When appropriate the School will engage additional staffing to support pupils with particular needs, for example the profoundly deaf.
- 6.5. The School will over the next three to five years invest in classroom technology and infrastructure which will better support communication with pupils with SEN, this will include:
 - 6.5.1. The provision of images and text in large print format
 - 6.5.2. The use of high quality audio / visual materials
 - 6.5.3. The use of the VLE to provide learning materials, facilitate communication and the transfer of assessments
 - 6.5.4. The provision of specialist software to support the needs of pupils with particular needs.

7. The physical environment of the School

7.1. Car park access

The School has visitor parking bays, which are due to their location suitable for disabled access.

7.2. Entrance access

Ramps have been installed to facilitate access to a number of buildings in both the Senior and Bow Schools. The age and nature of some of the buildings mean that wheel chair access to some areas is difficult. The School will continue to review access arrangements as part of all ongoing refurbishment works.

7.3. Bow School

There is no lift access to the upper floors of the main building or the Adamson Hall. Without significant building works disabled access will be hard to achieve.

A disabled toilet is available in the Spinney block, but not in other blocks.

Dining facilities are located in the main building.

7.4. Senior School

There is no lift access to upper floors within the Senior School buildings and access to a number of areas is made difficult by short flights of stairs / steps. Without significant building work disabled access will be hard to achieve.

There is a disabled toilet in Macleod House and an accessible toilet in the Administration Block.

Access to the upper sports fields are made difficult by the terrain of the site.

Ramps have been installed where possible as part of refurbishment projects.

There is a medium term aim to provide a disabled toilet as part of a refurbishment of the toilet facilities located in / close to Big School.

Lower level benches / desks will be included in refurbishment projects for particular areas.

8. Key Targets

Short Term

- Staff training
- Implementation of VLE

Medium Term

- Colour schemes appropriate for visually impaired pupils
- Disabled toilets in Big School

Long Term

- Ground floor access to all areas, through additional fixed and portable ramps

- Access to first and second floor areas
- Disabled access WCs and washing facilities in houses.

9. Links to other policies and documents

This policy is linked to the following:

- Risk Assessment Policy
- SEN and Disability Policy
- Equal Opportunities Policy
- Educational Visits Policy

10. Oversight

Oversight of this Policy is undertaken by the Finance and General Purposes Committee of the Governing Body'. The policy will be reviewed by annually.

**Policy last reviewed by
DJ Leigh Bursar, on 15 April 2019**

PLAN 2019/2021	Objective	What	Who	When	Goal
Short Term	Improved availability of written materials in alternative forms	Assess the needs of particular new pupils and ensure that written materials are available in a suitable format.	SEN Coordinator researches and discusses with Head	Annually at the start of the academic year to meet the needs of individual pupils	School able to deliver information to all pupils and parents with disabilities
	Improve communications / access to learning materials	Extend the use of the VLE in all curriculum areas to support on line access to learning materials and assignments.	Heads of Department	Summer 2019	Access to materials on line and remotely
	Provide INSET opportunities for all staff to improve their ability to support pupils with SEN.	Include appropriate training in INSET days and at other times during the year.	DH (Staff)	Review in September annually	Improved staff awareness of SEN requirements and ability to support SEN pupils.
Medium term	Improved working environment for pupils with visual impairment	Incorporate appropriate colour schemes when refurbishing areas	Estates Manager to discuss with SEN Coordinator	Each project	Visual impaired pupils able to work independently in all teaching areas and access houses
	Disabled / access WC facilities (central)	Adaptation of central Male/Female WC to incorporate Disabled / Access WC facility	Estates Manager co-ordinate design and costs	Summer 2021	Pupil & visitors accessible Disabled WC in central location
Long term	Improved access to all ground floor areas	Fixed and portable ramps to be installed where reasonably practicable	Estates Manager to include in all refurbishment works	Summer 2021	All ground floor teaching area accessible
	Improved access to all first and second floor areas (portable)	Portable stair climbing / descending hoists / lifts and stair climbing equipment to be utilised where reasonably practicable	Estates Manager to source and cost.	When an specific need is identified	Some first and second floor areas accessible
	Improved access to all first and second floor areas (fixed)	Fixed lifts and stair climbing equipment to be utilised where reasonably practicable	Estates Manager to include in all refurbishment works	When an specific need is identified	Most first and second floor areas accessible
	Disabled / Access WC and washing facilities (houses & other)	Incorporation of Disabled / Access WC and washing facilities within refurbishment schemes	Estates Manager to include in all refurbishment works	Summer 2021	Pupil & visitors accessible Disabled WC in all area