

ALEXANDER HOSEA PRIMARY SCHOOL
Roots to grow – wings to fly
SCHOOL ACCESSIBILITY ACTION PLAN – ACCESS TO INFORMATION – 2016-19

Outcomes	Description of Development Activities	Monitoring	Resources required	Lead responsibility	Timescale
Short Term					
Clear labelling with upper and lower case lettering using Tahoma font, sometimes handwritten. Contrast between lettering and background	Reminder about use of consistent font and handwritten labels. Include in Staff Handbook of non-negotiables 'Dyslexia Friendly' training update for all staff but especially new staff to the school. Use of coloured overlays / paper Monitoring		Training Coloured overlays	VQ All staff VQ/SLT AM All staff SLT	Dec 16 From Sept 16 – July 17 March 17 As required On-going
Written information and school policies have no discriminatory phrases, procedures or practices.	Staff and Governor expertise used to help systematically 'disability proof' all policies as part of a rolling programme as policies are reviewed each year.			All relevant staff and governors	On-going from Sept 16

	Equality statement added				
Information is low level Displays are mounted at appropriate child height	Lower display boards as each classroom / area is decorated / refurbished. Use of backdrops and new low level shelving units in corridors will support this.		Display boards / back drops	All staff	On-going from Sept 16 – July 17
Medium Term					
Written information and school policies are free of disability discrimination in terms of policies, phrases, procedures and practices	Use staff and governor expertise to systematically audit and disability proof all policies as part of the school's rolling programme of policy review Equality statement added			All relevant staff and governors	From Sept 17 - July 2018
Long Term					
Delivery of information to disabled pupils further improved	School to produce large print transcriptions / materials as required for pupils Make written material available in alternative formats for: disabled pupils; disabled parents/carers disabled governors			All staff VQ/AH	As required July 2019

Written information and school policies are free of disability discrimination in terms of policies, phrases, procedures and practices	Written information and school policies are free of disability discrimination in terms of policies, phrases, procedures and practices			Written information and school policies are free of disability discrimination in terms of policies, phrases, procedures and practices	From Sept 18 - July 2019
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