



Soham Village College

# Accessibility Plan

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## 1. Aims

Schools are required under the Equality Act 2010 to have an accessibility plan. The purpose of the plan is to:

- Increase the extent to which pupils with disabilities can participate in the curriculum
- Improve the physical environment of the school to enable pupils with disabilities to take better advantage of education, benefits, facilities and services provided
- Improve the availability of accessible information to pupils with disabilities

Our school aims to treat all its pupils fairly and with respect. This involves providing access and opportunities for all pupils without discrimination of any kind.

At Soham Village College we are determined to meeting the educational needs of all our students.

The plan will be made available online on Staploe Education Trust's website: [Staploe Education Trust - Policies](#), and paper copies are available upon request.

Our school is also committed to ensuring staff are trained in equality issues with reference to the Equality Act 2010, including understanding disability issues.

The school supports any available partnerships to develop and implement the plan.

Our school's complaints procedure covers the accessibility plan. If you have any concerns relating to accessibility in school, the complaints procedure sets out the process for raising these concerns.

We have included a range of stakeholders in the development of this accessibility plan, including the facilities manager and deputy headteacher who line manages the Special Educational Needs and Disabilities department.

## 2. Legislation and guidance

This document meets the requirements of [schedule 10 of the Equality Act 2010](#) and the Department for Education (DfE) [guidance for schools on the Equality Act 2010](#).

The Equality Act 2010 defines an individual as disabled if they have a physical or mental impairment that has a 'substantial' and 'long-term' adverse effect on their ability to undertake normal day to day activities.

Under the [Special Educational Needs and Disability \(SEND\) Code of Practice](#), 'long-term' is defined as 'a year or more' and 'substantial' is defined as 'more than minor or trivial'. The definition includes sensory impairments such as those affecting sight or hearing, and long-term health conditions such as asthma, diabetes, epilepsy and cancer.

Schools are required to make 'reasonable adjustments' for pupils with disabilities under the Equality Act 2010, to alleviate any substantial disadvantage that a pupil with disabilities faces in comparison with a pupil without disabilities. This can include, for example, the provision of an auxiliary aid or adjustments to premises.

This policy complies with our funding agreement and articles of association.

### 3. Action plan

This action plan sets out the aims of our accessibility plan in accordance with the Equality Act 2010.

Aim	Current good practice <i>Include established practice and practice under development</i>	Objectives <i>State short, medium and long-term objectives</i>	Actions to be taken	Person responsible	Date to complete actions by	Success criteria
Increase access to the curriculum for pupils with a disability	<p>The needs of all of our students are shared with teaching staff to enable them to adapt the curriculum to the students they teach. Updates to the needs of our students are shared via the SENCo with improved strategies shared.</p> <p>Classes are planned at the start of the year to ensure that rooms used are accessible for all students.</p> <p>Seating arrangements are shared with teachers to ensure that their seating plans accommodate students' needs.</p> <p>Student progress is tracked throughout the year. Progress is measured against FFT targets.</p> <p>Students with specific needs are issued with a time out card that allows them to access the additional needs department,</p>	Ensure teaching staff have up-to-date information regarding the needs of the students they teach.	Updating SEND information on Go4Schools and producing Assess, Plan, Do, Review documents for all students on the SEND register.	AHR/ SENCo	July 2027	

	<p>(The Hub) throughout the school day. The Hub is also used as an area of support for students to visit before and after school as well as break and lunchtimes.</p> <p>Students who are struggling to access areas of the school are able to study in the Hub until it is safe for them to maneuver around the site.</p> <p>Areas where the curriculum is not meeting the needs of the students are reviewed and changes made via faculty leads.</p> <p>All computers on school site have screen enlarger program installed enabling students to focus in and enlarge a specific area of the screen.</p> <p>Laptops are available for students who have short to long-term issues with handwriting. These are stored in the Hub.</p> <p>Where lessons are taught upstairs, SENCOs and Hub managers will arrange for classes to be moved to an accessible classroom as soon as possible.</p> <p>The Hub have e-readers (kindles) to enable students to read texts with the rest of the class with enlarged font.</p>					
<p>Improve and maintain access to</p>	<p>All buildings less than 10 years old on the school site were built with physical access in mind.</p>					

the physical environment	<p>Where possible older buildings have been adapted to the needs of staff, visitors and pupils as required including:</p> <ul style="list-style-type: none"> <li>• Ramps</li> <li>• Elevators</li> <li>• Disable parking bays</li> <li>• Disabled toilets</li> </ul> <p>The following adaptations have been identified to further improve physical access to the school site:</p>					
	<ul style="list-style-type: none"> <li>• <i>Lodeside corridor</i></li> </ul>	Threshold too difficult to access by wheelchair	Threshold to be altered	Facilities Manager	3 years	
	<ul style="list-style-type: none"> <li>• <i>Lodeside Reception</i></li> </ul>	Threshold too difficult to access by wheelchair	Threshold to be altered and automatic doors to be installed with push button access	Facilities Manager	3 years	
	<ul style="list-style-type: none"> <li>• <i>Lodeside – PE changing room corridor entrance</i></li> </ul>	Threshold too difficult to access by wheelchair	Threshold to be altered	Facilities Manager	3 years	
	<ul style="list-style-type: none"> <li>• <i>Lodeside – double doors opposite locker bank</i></li> </ul>	Threshold too difficult to access by wheelchair	Threshold to be altered	Facilities Manager	3 years	
	<ul style="list-style-type: none"> <li>•</li> </ul>					

	<ul style="list-style-type: none"> <li>Lodeside – outside canteen area</li> </ul>	Uneven surface	Area to be re-surfaced	Facilities Manager	1 year	
	<ul style="list-style-type: none"> <li><i>Beechurst foyer entrance</i></li> </ul>	Has ramp access but needs automatic doors to allow easier wheelchair access	Automatic door to be fitted	Facilities Manager	5 years	
	<ul style="list-style-type: none"> <li><i>Beechurst internal fire door</i></li> </ul>	This door is too heavy	A door release should be fitted so that the door can be kept open unless the fire alarm sounds	Facilities Manager	5 years	
	<ul style="list-style-type: none"> <li><i>Beechurst Hall doors</i></li> </ul>	Threshold too high	Threshold to be altered	Facilities Manager	3 years	
	<ul style="list-style-type: none"> <li><i>Gibson Block – main doors (front &amp; back)</i></li> </ul>	Threshold too high	Threshold to be altered	Facilities Manager	3 years	
	<ul style="list-style-type: none"> <li><i>The Hub/Portal entrance</i></li> </ul>	Threshold to entrance too high	Threshold to be altered	Facilities Manager	3 years	
	<ul style="list-style-type: none"> <li><i>The Hub ‘greenhouse’ entrance</i></li> </ul>	Threshold to entrance too high	Threshold to be altered	Facilities Manager	3 years	
	<ul style="list-style-type: none"> <li><i>Science block double door entrances</i></li> </ul>	Threshold to entrance too high	Threshold to be altered	Facilities Manager	3 years	

	<ul style="list-style-type: none"> <li>• <i>Playground leading to MFL and M block</i></li> </ul>	The drain gully is a very steep drop for wheelchair users	A cover that is secure and flat to the ground needs placing over the gully to allow ease of wheelchair movement.	Facilities Manager	1 year	
	<ul style="list-style-type: none"> <li>• <i>Staffroom – fire door</i></li> </ul>	Threshold from fire exit too high		Facilities Manager	3 years	
	<ul style="list-style-type: none"> <li>• <i>Staffroom – PE door</i></li> </ul>	Threshold too high		Facilities Manager	3 years	

## **4. Monitoring arrangements**

This document will be reviewed every 3 years, but may be reviewed and updated more frequently if necessary. It will be reviewed by the school's Advisory Body.

## **5. Links with other policies**

This accessibility plan is linked to the following policies and documents:

- Health and safety policy
- Equality information and objectives (public sector equality duty) statement for publication
- Special educational needs (SEN) information report
- SEND policy
- Supporting pupils with medical conditions policy

## Appendix 1: Accessibility audit

### Lodeside

Feature	Description	Actions to be taken	Person responsible	Date to complete actions by
Number of storeys	2			
Corridor access	Downstairs : Good Upstairs : Poor			
Lifts	1 – passenger			
Parking bays	1 disabled parking bay			
Entrances	Not all entrances are easily accessible	Please see action plan	Facilities Manager	3 year
Ramps	There are ramps from gym, D&T and near changing rooms			
Toilets	1 disabled toilet			
Reception area	Spacious			

Internal signage	Good			
Emergency escape routes	Good			

## Beechurst

Feature	Description	Actions to be taken	Person responsible	Date to complete actions by
Number of storeys	2 – second floor not accessible to wheelchair users			
Corridor access	Good in places but poor in others			
Lifts	n/a			
Parking bays	Front carpark: 1 disabled parking bay Back carpark: 1 disabled parking bay	Move disabled parking bay or minibus so the disabled parking bay at the front of Beechurst is more easily accessible	Facilities Manager	3 years
Entrances	Ramp into Beechurst foyer but doors could be more easily accessible for wheelchair users	Automatic door to be fitted, please see action plan	Facilities Manager	5 years
Ramps	Most entrances have ramp access			
Toilets	3 student, 2 staff, 2x disabled toilet and disabled shower			
Internal signage	Good			

Emergency escape routes	Fair – one of the internal fire doors is heavy	Please see action plan		
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## Gibson Block

Feature	Description	Actions to be taken	Person responsible	Date to complete actions by
Number of storeys	2			
Corridor access	Good – no wheelchair access to second floor			
Lifts	n/a			
Entrances	Fair	Main door thresholds too high, please see action plan	Facilities Manager	3 years
Ramps	Not required			
Internal signage	Good			
Emergency escape routes	Good			

## The Hub

Feature	Description	Actions to be taken	Person responsible	Date to complete actions by
Number of storeys	1			
Corridor access	Good			
Lifts	n/a			
Entrances	Ramps needed as thresholds are too high	Threshold to be altered, please see action plan	Facilities Manager	3 years
Ramps	Ramps needed as thresholds are too high	Threshold to be altered., please see action plan	Facilities Manager	3 years
Toilets	n/a			
Internal signage	Good			
Emergency escape routes	Good			

## Science Block

Feature	Description	Actions to be taken	Person responsible	Date to complete actions by
Number of storeys	1			
Corridor access	Excellent			
Entrances	Ramps needed as thresholds are too high	Threshold to be altered, please see action plan	Facilities Manager	3 years
Ramps	Ramps needed as thresholds are too high	Please see action plan	Facilities Manager	3 years
Toilets	2 x student, 2 x staff, 1 x disabled toilet			
Internal signage	Good			
Emergency escape routes	In every classroom			

## MFL Block

Feature	Description	Actions to be taken	Person responsible	Date to complete actions by
Number of storeys	2			
Corridor access	Good			
Lifts	n/a			
Entrances	Good			
Ramps	On the playground leading to MFL block, the drain gully is a very steep drop for wheelchair users	A cover that is secure and flat to the ground needs placing over the gully to allow ease of wheelchair movement, please see action plan	Facilities Manager	1 year
Toilets	2 x staff, 1 x disabled			
Internal signage	Good			
Emergency escape routes	Good			

## Performing Arts Centre

Feature	Description	Actions to be taken	Person responsible	Date to complete actions by
Number of storeys	1			
Corridor access	Excellent			
Lifts	n/a			
Entrances	Level with automatic opening door			
Ramps	n/a			
Toilets	2 x student, 1 x disabled			
Internal signage	Good			
Emergency escape routes	Excellent			

## The Fitzwilliam Art Block

Feature	Description	Actions to be taken	Person responsible	Date to complete actions by
Number of storeys	1			
Corridor access	Excellent			
Lifts	n/a			
Entrances	Level, automatic opening door			
Ramps	n/a			
Toilets	2 x student, 1 x disabled			
Reception area	Spacious			
Internal signage	Good			
Emergency escape routes	Excellent			

## Library

Feature	Description	Actions to be taken	Person responsible	Date to complete actions by
Number of storeys	1			
Corridor access	Excellent			
Lifts	n/a			
Entrances	Level, no automatic opening door	Review if staff member requires	Facilities Manager	
Ramps	n/a			
Toilets	n/a			
Internal signage	Good			
Emergency escape routes	Good			

## Staffroom

Feature	Description	Actions to be taken	Person responsible	Date to complete actions by
Number of storeys	1			
Corridor access	Good			
Lifts	n/a			
Entrances	Fair	PE door threshold too high	Facilities Manager	3 yeras
Ramps	n/a			
Toilets	2 staff and 1 disabled			
Internal signage	Good			
Emergency escape routes	Fair	Staffroom fire door, threshold from fire exit too high	Facilities Manager	3 years

## The Isle

Feature	Description	Actions to be taken	Person responsible	Date to complete actions by
Number of storeys	1			
Corridor access	Good			
Lifts	n/a			
Entrances	Good			
Ramps	n/a			
Toilets	1 disabled			
Internal signage	Good			
Emergency escape routes	Good			

## Garage

Feature	Description	Actions to be taken	Person responsible	Date to complete actions by
Number of storeys	1			
Corridor access	Poor	Wheelchair users would have to be monitored due to uneven floor – students are not allowed in building unsupervised.		
Lifts	n/a			
Entrances	Poor			
Ramps	No	No ramp to main door but there is a second entrance with better access		
Toilets	No			
Internal signage	Good			
Emergency escape routes	Good			