

# FamilyCare

Healing pasts • Building futures



## Education

Rodenhurst Accessibility Plan

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# Accessibility Plan 2026-2029



## 1. Purpose

This Accessibility Plan sets out how Rodenhurst School will improve access to education for pupils with disabilities by:

- Increasing access to the curriculum
- Improving the physical environment
- Improving access to information

The school recognises its duties under the Equality Act 2010 to make **reasonable adjustments** and eliminate discrimination.

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## 2. Accessibility Audit our Current Position

| Area                 | Current Strengths                          | Barriers Identified   |
|----------------------|--|---|
| Curriculum access    | Differentiated teaching, therapeutic input | Some staff need further training in adaptive strategies - monitoring schedule in place - specific S&L training commissioned from LA           |
| Physical environment | Accessible toilet, level ground floor      | Limited step-free access to upper floor - staff available to assist - pupils are never on that level without staff assistance and supervision |
| Information access   | Visual timetables used                     | Parent information not always in accessible formats - parental survey underway  |

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## 3. Strategic Objectives

## A. Increasing Access to the Curriculum



| Objective  | Action   | Lead     | Timescale           | Success Criteria                              |
|--|--|----------|---------------------|---|
| Improve differentiation for pupils with additional needs | Deliver staff CPD on adaptive teaching                           | SENCo    | Summer/ Autumn Term | Lesson observations show inclusive practice   |
| Increase use of assistive technology                     | Introduce speech-to-text tools                                   | ICT Lead | 12 months           | Pupils access written work more independently |
| Improve sensory support                                  | Develop sensory-friendly classrooms - sensory profiles checklist | SENCo    | 12 months           | Reduced dysregulation incidents               |

## B. Improving the Physical Environment

| Objective                   | Action  | Lead         | Timescale   | Success Criteria          |
|-----------------------------|---|--------------|-------------|---------------------------|
| Improve access around site  | Install additional handrails on stairs - the original ballister | Site Manager | Autumn term | Safe independent movement |
| Improve sensory environment | Adjust lighting and noise levels ASD best practice              | SLT          | Autumn term | Improved engagement       |

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## C. Improving Access to Information



| Objective                        | Action                                    | Lead       | Timescale   | Success Criteria                        |
|----------------------------------|---|------------|-------------|---|
| Improve parent communication     | Provide easy-read and large print formats | Admin Team | Autumn term | Parent feedback improves                |
| Improve pupil information access | Expand use of visual supports             | SENCo      | Autumn term | Pupils demonstrate better understanding |

## 4. Monitoring and Review

The Accessibility Plan will be:

- Reviewed annually by senior leaders
- Approved by the governing body/proprietor
- Updated every three years

## Site Risk Assessment Template

### Risk Assessment Information

|                 |                            |
|-----------------|----------------------------|
| School          | Rodenhurst School          |
| Assessment area | Whole site                 |
| Assessor        | Site Manager / Headteacher |

Review  
frequency

Termly



## Risk Assessment Matrix

**Likelihood**    **Description**

1            Rare

2            Possible

3            Likely

**Severity**            **Description**

1            Minor injury

2            Injury requiring medical  
treatment

3            Serious injury

Risk level = likelihood × severity

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| <b>Hazard</b>                    | <b>Who at Risk</b> | <b>Likelihood</b> | <b>Severity</b> | <b>Control Measures</b> | <b>Further Action</b>        |
|----------------------------------|--------------------|-------------------|-----------------|-------------------------|------------------------------|
| Uneven playground surface        | Pupils / staff     | 2                 | 2               | Daily site inspection   | Resurface area               |
| Staircase without clear markings | Pupils             | 2                 | 2               | Handrails installed     | Add high visibility markings |



|                              |                   |   |   |                      |                            |
|------------------------------|-------------------|---|---|----------------------|----------------------------|
| Vehicle movement in car park | Pupils / visitors | 2 | 3 | Drop Off Area        | Install additional signage |
| Fire evacuation              | All occupants     | 1 | 3 | Fire drills / alarms | Review PEEP plans          |

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## Premises, Health & Safety and Accessibility Compliance Tracker

School: Rodenhurst School  
**Responsible Lead:** Headteacher / Site Manager  
**Reporting to:** Proprietor / Governors/ADE  
**Review Frequency:** Termly

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### 1. Statutory Compliance Register

| Compliance Area      | Requirement                    | Responsible Person | Frequency     | Evidence               | Status |
|----------------------|--------------------------------|--------------------|---------------|------------------------|--------|
| Fire Risk Assessment | Written assessment and actions | Site Manager       | Annual review | Fire risk report       | RAG    |
| Fire Drills          | Evacuation practice            | SLT                | Termly        | Drill logs             | RAG    |
| Electrical Safety    | Fixed wiring inspection        | Site Manager       | 5 yearly      | Electrical certificate | RAG    |
| PAT Testing          | Portable appliance testing     | Site Manager       | Annual        | PAT records            | RAG    |



|                    |                           |              |               |                   |     |
|--------------------|---------------------------|--------------|---------------|-------------------|-----|
| Gas Safety         | Gas safety certificate    | Site Manager | Annual        | Gas certificate   | RAG |
| Legionella         | Water safety assessment   | Site Manager | Annual        | Legionella report | RAG |
| Asbestos Register  | Up-to-date register       | Site Manager | Annual review | Asbestos log      | RAG |
| First Aid          | Qualified staff and kits  | SLT          | Annual review | First aid records | RAG |
| Accident Reporting | Incident recording system | SLT          | Ongoing       | Accident logs     | RAG |

## 2. Site Safety Monitoring

| Area              | Risk             | Current Controls          | Review Date | Lead         | Status |
|-------------------|------------------|---------------------------|-------------|--------------|--------|
| Playground        | Trips and falls  | Daily visual checks       | Termly      | Site Manager | RAG    |
| Car park          | Vehicle movement | Pedestrian route marked   | Termly      | Site Manager | RAG    |
| Staircases        | Falls            | Handrails and supervision | Termly      | Site Manager | RAG    |
| Perimeter fencing | Absconding risk  | Secure gates              | Termly      | SLT          | RAG    |



|                   |                 |               |             |              |     |
|-------------------|-----------------|---------------|-------------|--------------|-----|
| External pathways | Slips in winter | Gritting plan | Winter term | Site Manager | RAG |
|-------------------|-----------------|---------------|-------------|--------------|-----|

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### 3. Accessibility Monitoring

| Area                 | Action                              | Lead         | Timescale | Evidence             | Status |
|----------------------|-------------------------------------|--------------|-----------|----------------------|--------|
| Curriculum access    | Staff training on adaptive teaching | SENCo        | Annual    | CPD records          | RAG    |
| Physical environment | Improve step-free access            | Site Manager | 12 months | Accessibility audit  | RAG    |
| Information access   | Provide accessible formats          | Admin        | Ongoing   | Parent communication | RAG    |

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### 4. Incident and Risk Monitoring

| Monitoring Area     | Evidence Source   | Review Frequency |
|---------------------|-------------------|------------------|
| Accident trends     | Accident logs     | Termly           |
| Behaviour incidents | Behaviour reports | Termly           |

|                       |                  |         |
|-----------------------|------------------|---------|
| Safeguarding concerns | DSL reports      | Termly  |
| Premises issues       | Maintenance logs | Monthly |



Leadership should show that risk assessments are updated when trends appear.

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## 5. Governance Oversight

| Meeting                | Item Reviewed      | Frequency   |
|------------------------|--------------------|-------------|
| SLT meeting            | Premises safety    | Half termly |
| Health & Safety review | Compliance tracker | Termly      |
| Governing body         | Accessibility plan | Annual      |

Governors/proprietors should record challenges and oversight.

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## 6. RAG Rating System

| Rating | Meaning                                |
|--------|--|
| Green  | Fully compliant                        |
| Amber  | Action in progress                     |
| Red    | Compliance gap requiring urgent action |

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# Rodenhurst School - Premises & Accessibility Walk Checklist



Lead Assessor: Headteacher / Site Manager / ADE  
Date of Walk: \_\_\_\_9th March 2026\_\_  
Reviewed By: SLT / ADE  
Frequency: Termly

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## 1. External Areas

| Check   | Yes/No | Notes / Action Required              |
|---|--------|--------------------------------------|
| Fencing secure                                  | Y      |                                      |
| Gates lock correctly                            | Y      |                                      |
| Pedestrian pathways clear                       | Y      | Consideration to colour of surface   |
| Vehicle access separated from pedestrian routes | Y      |                                      |
| Playground surfaces even                        | Y      |                                      |
| Gritting / slip hazards in winter managed       | Y      | Logs - not required so far this year |
| Lighting sufficient                             | Y      |                                      |
| Signage accessible for all                      | Y      |                                      |

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## 2. Entrances & Circulation

| Check               | Yes/No | Notes / Action Required                |
|---------------------|--------|--|
| Step-free entrances | Y      | Careful monitoring for signs of stress |
| Handrails on stairs | Y      |  |



|  |   |  |
|--|---|--|
| Ramps meet accessibility standards         | Y |  |
| Doors wide enough for wheelchair access    | N | Site not yet accessible everywhere - no pupils admitted requiring this |
| Fire exits clearly marked and unobstructed | Y |  |
| Visual and auditory alarm systems in place | Y |  |

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### 3. Internal Rooms / Facilities

| Check  | Yes/No | Notes / Action Required |
|--|--------|-------------------------|
| Classrooms accessible for all                  | Y      |                         |
| Sensory / calm rooms available                 | Y      |                         |
| Toilets accessible, including disabled toilets | Y      |                         |
| Furniture layout allows safe movement          | Y      |                         |
| Emergency lighting working                     | Y      |                         |
| First aid kits stocked                         | Y      | Rota for checking       |
| Electrical equipment safe (PAT tested)         | Y      |                         |
| Fire doors functioning                         | Y      |                         |




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## 4. Specialist Areas

| Area             | Check                                  | Yes/No | Notes / Action Required             |
|------------------|--|--------|-------------------------------------|
| Science labs     | Risk assessments up to date            | N/A    | Area for development upon expansion |
| Food tech rooms  | Equipment safe, hygiene standards met  | Y      |                                     |
| PE / sports hall | Mats, flooring safe, equipment checked | N/A    | Area for development upon expansion |
| Therapy rooms    | Risk assessment completed              | Y      |                                     |
| IT / ICT rooms   | Accessibility tools in place           | N/A    | Area for development upon expansion |

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## 5. Accessibility Considerations

| Check  | Yes/No | Notes / Action Required |
|--|--------|-------------------------|
| Visual timetables / signage for pupils                                       | Y      |                         |
| Parent communications available in accessible formats                        | Y      |                         |
| PEEPs (Personal Emergency Evacuation Plans) in place for all relevant pupils | Y      |                         |
| Assistive technology available and used                                      | Y      |                         |
| Staff trained in adaptive teaching / SEND strategies                         | Y      |                         |

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## 6. Health & Safety / Compliance Checks

| Check | Yes/No | Evidence / Notes |
|-------|--------|------------------|
|-------|--------|------------------|



|                                      |   |
|--------------------------------------|---|
| Fire alarm tested / drills conducted | Y |
| Fire risk assessment current         | Y |
| Gas safety certificate up to date    | Y |
| Electrical fixed wiring certificate  | Y |
| PAT testing record current           | Y |
| Asbestos register maintained         | Y |
| Legionella assessment conducted      | Y |
| Accident / incident log reviewed     | Y |

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## 7. Action Log

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| Issue Identified | Action Required | Lead | Deadline | Status |
|------------------|-----------------|------|----------|--------|
|------------------|-----------------|------|----------|--------|

# Rodenhurst School - Accessibility & Premises Compliance Pack

Prepared by: Lead Teacher and ADE - J Harris and S Craig

Date: 09/03/2026

Review Frequency: Termly



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## Contents

1. Executive Summary
2. Accessibility Plan (3-Year Strategic Plan)
3. Site Risk Assessment (Full Premises)
4. Premises & Accessibility Walk Checklist
5. Action Log & RAG Summary
6. Governor / Proprietor Sign-Off

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## 1. Executive Summary

This plan demonstrates that Rodenhurst School:

- Complies with the Equality Act 2010 and Independent School Standards
- Provides accessible education, information, and facilities for all pupils
- Maintains a systematic approach to risk management and premises safety
- Is inspection-ready with evidence of **governance oversight**

All documents are **reviewed termly** and updated following incidents or changes to premises.

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## 2. Accessibility Plan



| Objective               | Action                                 | Lead       | Timescale  | Success Criteria                   | Status |
|-------------------------|--|------------|------------|------------------------------------|--------|
| Improve differentiation | Staff CPD on adaptive teaching         | SENCo      | Annual     | Lesson observations                | Amber  |
| Assistive technology    | Introduce speech-to-text / visual aids | ICT Lead   | 12 months  | Pupils independent in written work | Green  |
| Sensory support         | Develop sensory-friendly classrooms    | SENCo      | 12 months  | Reduced incidents                  | Amber  |
| Accessible signage      | Large-print and visual signs           | Admin Lead | 31/05/2026 | Parents & pupils can navigate      | Amber  |
| Parent communication    | Easy-read newsletters                  | Admin Lead | 31/05/2026 | Positive parent feedback           | Amber  |

## 3. Site Risk Assessment

| Hazard            | Who at Risk   | Likelihood | Severity | Controls     | Further Action    | Lead         | Status |
|-------------------|---------------|------------|----------|--------------|-------------------|--------------|--------|
| Uneven playground | Pupils/ staff | 2          | 2        | Daily checks | Resurface         | Site Manager | Amber  |
| Staircase slips   | Pupils        | 2          | 3        | Handrail /s  | Add step markings | Site Manager | Amber  |



|                         |                 |   |   |                     |                      |              |       |
|-------------------------|-----------------|---|---|---------------------|----------------------|--------------|-------|
| Fire evacuation delays  | All occupants   | 1 | 3 | Fire drills, alarms | Review PEEPs         | SLT          | Green |
| Car park traffic        | Pupils/visitors | 2 | 3 | Pedestrian route    | Add signage          | Site Manager | Green |
| Lab / food tech hazards | Pupils          | 2 | 2 | Risk assessments    | Poster / calibration | Leads        | Green |

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## 4. Premises & Accessibility Walk Checklist

Includes:

- External areas
- Entrances & circulation
- Internal rooms & facilities
- Specialist areas
- Accessibility considerations
- Health & safety / compliance checks

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## 5. Action Log & RAG Summary



| <b>Issue</b>              | <b>Action</b>               | <b>Lead</b>  | <b>Deadline</b> | <b>Status</b> |
|---------------------------|-----------------------------|--------------|-----------------|---------------|
| Playground surface uneven | Resurface                   | Site Manager | 30/04/20<br>26  | Amber         |
| Visual signage            | Add large-print / symbols   | Admin Lead   | 31/05/20<br>26  | Amber         |
| Staff CPD                 | Adaptive teaching refresher | SENCo        | 30/06/20<br>26  | Amber         |

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