



**HOLY CROSS CATHOLIC PRIMARY SCHOOL
DISABILITY EQUALITY
ACTION PLAN
(Incorporating the Accessibility Action Plan)
2013-2014**

Strand 1: to develop ,implement and review our Disability Equality Scheme (DES) and Action Plan

	ACTION	WHO & WHEN	RESOURCES / FINANCE	STAFF DEVELOPMENT	SUCCESS CRITERIA	MONITORED BY
Short Term	<p>To continue with working party. to monitor and develop the DES(Disability Equality Scheme)</p> <p>To review our Accessibility Plan.</p> <p>Present reviewed DES to Governors</p>	<p>MW,DR,SE,JC Autumn 2013</p> <p>MW,DR,SE,JC Autumn Term 2013</p> <p>MW,DR,LB,JC Spring 2014</p>	<p>Meeting time.</p> <p>Staff meetings</p> <p>Photocopying</p>	<p>Staff Meetings led by INCO</p>	<p>The DES and Action Plan are developed in consultation with the whole school community</p> <p>The Spring 2013 deadline is met</p>	<p>PC/SE/MW</p> <p>PC/SE/MW Governors</p>
Medium Term	<p>To implement the recommendations of the DES and the Action Plan</p> <p>To monitor the implementation</p>	<p>MW,DR,LB,JC Spring Term 2014</p> <p>PC , The Whole school Community , Working Party, governors Ongoing 2013</p>	<p>Governors' Meetings</p> <p>Meeting time</p> <p>Photocopying</p>	<p>As above</p>	<p>The DES and Action Plan are in place and are meeting the needs of the disabled members of our school community.</p>	<p>PC/SE/MW Governors</p>
Long Term	<p>To review the scheme annually</p>	<p>Working Party</p>	<p>Meeting Time</p>	<p>As above</p>	<p>The DES and Action Plan are</p>	<p>PC/SE/MW</p>

		and Governors Spring 2014	Governors' Meeting		implemented and meeting the needs of the disabled members of our whole school community	Governors
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Working Party and Parents Group: Marcia Wolstencroft –Chair of Governors

Shelley England-HOL

Del Rhodes-Inclusion Governor

Jo Cotter-INCO

Rachael Confue-PSA and parent

Nicky Coles- Governor/parent

Increasing Accessibility:

Strand 2: Increasing the extent to which disabled pupils can participate in the school curriculum

	ACTION	WHO & WHEN	RESOURCES / FINANCE	STAFF DEVELOPMENT	SUCCESS CRITERIA	MONITORED BY
Short Term	To ensure that all staff are fully aware of and comply with the obligation to provide an inclusive curriculum Ensure that class teachers are enabled to take more ownership of planning and follow up separate class inclusion lists	INCO Academic Year 2013 -14 INCO / Governors Update Spring 14 Ongoing	Photocopying, INCO, non-contact time.	INSET – Policy Details given to staff. INCO provide INSET Governors at Full Governors meeting	All staff providing a fully inclusive curriculum. Update Inclusion Kitemark Governors see & understand. Inclusive curriculum in operation. We have full information on the needs of our disabled pupils Improved pupil attitudes	INCO/HOL/ Headteacher. Headteacher/HOL/ INCO / delegated Governor. Headteacher/HOL/INCO/Inclusion governor HOL,INCO,Educational Psychologist
	To ensure that all members of the school community understand the Disability Discrimination Act in its application to schools.	INCO/Class teachers To all pupils and staff	Photocopying/Non-contact time	Staff updates Staff Meeting Class sessions		
	To review database					
	To continue SEAL					
Medium Term	To ensure all students are able to access curriculum.	Headteacher /HOL Governors/INCO Ongoing.	Any specialist equipment necessary e.g. IT programmes Special Needs and Inclusion Budget.	Staff helped to understand where appropriate differences are needed. Advice given by INCO & Support Agencies.	All children have access to the National Curriculum and the wider curriculum of the school.	Headteacher / HOL/Governors.
	Review of all relevant school policies to ensure that reasonable adjustments are made.	HT/Cof G	Inset Budget			Headteacher / HOL/Governors.

	Training for teachers, supply teachers, teaching assistants and MTA's as appropriate to meet the range of needs, including training for staff on Epi Pen.	INCO/outside agencies Ongoing	Admin time to produce questionnaires etc.	Staff meetings/ access to other agencies to discuss issues.	All stakeholders have degree of ownership of curriculum.	Headteacher /HOL/ Governors' Standards Committee
	To monitor the progress of our disabled pupils /review system put in place	INCO/ Assessment Coordinator	Data collection	Staff updates	More rigour in the monitoring of pupil progress	Headteacher/HOL/INCO/Inclusion governor
	To obtain case studies of support where appropriate	INCO/Class teachers HT/Cof G INCO,EP&other relevant agencies Ongoing	Meeting Time	Staff updates	Case studies indicate high level of support	HT/HOL/INCO/Inclusion Governor
	To consult parents/carers, students and other agencies about the school priorities for increasing access to the curriculum.	Through IEP Consultations and Parents Evenings	Meeting time,class sessions	Staff updates	The pilot is	HOL/,INCO,EP,HT,Governors

	<p>To continue the SEAL Project .</p> <p>To access space to continue the Coordination Group</p> <p>To provide academic and social support for pupils absent with long term illness</p>	<p>SMT,INCO,EP,staff and pupils</p> <p>INCO,TA</p> <p>Class teachers where appropriate</p>	<p>Time,resources,funded by the PTFA</p> <p>Time</p>	<p>Staff updates</p>	<p>successful-improved pupil attitudes</p> <p>Pupils enabled to participate more fully and confidently in physical activities</p> <p>Pupils and their families are well supported as part of our school community</p>	<p>INCO,Inclusion Governor</p> <p>INCO,HOL</p>
Long Term	To ensure full participation of pupils to the school curriculum.	Ongoing Headteacher / INCO/Governors.	Human & physical Resources put into school Access to playground and space for dispraxia group	Staff given time to work with relevant agencies where necessary.	All children regardless of needs are able to attend. HC PS...	Headteacher /HOL/ Governors.

Strand 3: Improving the Physical environment of School.

	ACTION	WHO & WHEN	RESOURCES / FINANCE	STAFF DEVELOPMENT	SUCCESS CRITERIA	MONITORED BY
Short Term	<p>Review and audit the school to identify possibilities to increase access to the site and classrooms</p> <p>To ensure that all members of the school community understand the Disability Discrimination Act in its application to the school- including induction for all new members of staff.</p> <p>To continue to raise awareness of individual health issues, allergies and hygiene issues-particularly with reference to swine flu</p>	<p>Headteacher/Governors INCO</p> <p>Update ongoing and Spring Term 14</p> <p>Ongoing 2013-All staff</p>	<p>Improvements suggested by staff within budget.</p>	<p>Disseminate and discuss at Staff Meetings</p>	<p>All staff aware of & able to contribute to improvements which can be made in short term.</p> <p>Pupils continue to be made aware of hygiene issues</p>	<p>Headteacher /HOL/ Governors</p>
Medium Term	<p>To consult parents, students and other agencies about the school priorities for increasing access to the site</p>	<p>Headteacher / HOL/Governors. 2013/14</p> <p>Headteacher/HOL/Governors</p>	<p>Information evening & photocopying.</p>		<p>Parents' evenings have positive effect on school site.</p>	<p>Headteacher / HOL/Governors.</p>

	<p>and classrooms.</p> <p>To contact LA/ Diocese with regard to formulating plans for:</p> <p>a. Handrails and lighting in the Junior Playground brim at Main school entrance</p>	alb, to be considered in 2013/14 Plans	Diocese and LA to cost & access.	Regular updates at staff meetings.	Changes are made to make areas more accessible for the whole school community.	Headteacher / HOL/Governors.
Long Term	To ensure all pupils ,parents/carers and other members of the school community with disabilities have full access to all areas of the school and the curriculum:	2013 to 2014 SSPlan, SEF	<p>Diocese and LA to cost & access.</p> <p>Initiative funding sought.</p>	Regular updates at staff meetings.	Changes have been made to make all areas of the school accessible.	Headteacher / HOL/Governors.

Increasing Accessibility

Strand 4: Improving the Delivery of Information to Disabled Pupils, their parents/carers and the wider school community.

	ACTION	WHO & WHEN	RESOURCES / FINANCE	STAFF DEVELOPMENT	SUCCESS CRITERIA	MONITORED BY
Short Term	<p>To ensure that all members of the school community are aware of the need to identify and provide for pupils and parents/carers who need information provided in alternative formats.</p> <p>To consult parents/carers, students and other agencies about the school priorities for</p>	<p>INCO with support from EP</p> <p>Update Autumn Term 2013</p> <p>INCO & teachers.</p>	<p>Parents meetings, reviews, appropriate</p>	<p>All staff trained to identify current pupils and needs in order to set future targets.</p> <p>Information evenings for Parents/carers & Governors.</p>	<p>Alternative formats provided where necessary.</p> <p>All relevant groups are well</p>	<p>INCO / Inclusion Governor.</p> <p>HT,HOL,INCO,Governors</p>

	<p>increasing access to information for pupils with disabilities.</p> <p>To update medical conditions database</p>	Autumn 2013-ongoing	handouts, typing & photocopying. Use of Website Letters to parents	Staff meetings.	<p>informed and appropriate action is taken where necessary</p> <p>Database in place and accessible in school office</p>	
Medium Term	<p>To access support from relevant support agencies as need arises.</p> <p>Foundation Stage to collect data on new entrants Review medical database</p> <p>Information to be collected on pupils who enter in the academic Year</p> <p>To establish links with our Parent Support Adviser (PSA)</p>	<p>LA support agencies advice / INCO Headteacher</p> <p>Academic Year 2013/14</p> <p>Summer 2012 and ongoing</p> <p>HT and INCO ongoing</p>	<p>LA support</p> <p>Home/School visits Letter to parents</p> <p>Admission information</p> <p>Involve PSA in group</p>	<p>Advice from LA.</p> <p>Staff meetings.</p> <p>Staff updates</p>	<p>Available support to improve delivery of information – is accessed.</p> <p>Appropriate liaison in place</p>	Headteacher / HOL/Governors.
Long Term	To ensure all pupils with	LA support	LA Support.	Advice from the LA.	Available support	Headteacher /

	disabilities, and their parents/carers, have full access to information.	agencies advice / INCO Headteacher Academic Year 2013/14		Staff Meetings.	to improve delivery of information – is accessed.	HOL/Governors.
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Strand 5: Recruitment and retention

	ACTION	WHO & WHEN	RESOURCES / FINANCE	STAFF DEVELOPMENT	SUCCESS CRITERIA	MONITORED BY
Short Term	To assess the needs of staff currently employed.	HT Autumn 2013/ongoing	SBS	Staff Meetings	Needs met	HT/HOL/Governors
Medium Term	To ensure that our recruitment and retention policies the meet the requirements of the DDA(Disability and Discrimination Act) To implement any changes	HT/HOL/Cof G/HOL/,SMT Governors ' finance and Personnel Committee	Meeting Time SBS		Policies in place and implemented	HT/HOL/Governors
Long Term	To monitor our recruitment and retention polices	As above Governors' Finance and Personnel Committee	Meeting Time		School is meeting the requirements of the DDA	HT/HOL/Governors

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