Cothill Policy Documents

ISSR 17 Accessibility Policy

Date: September 2026
Next review: September 2027

ACCESSIBILITY PLAN 2024-2027

Accessibility Plan (to include all pupils)

This policy and plan is drawn up in accordance with Schedule 10 of the Equality Act 2010 and also has due consideration of the planning duty in the Disability Discrimination Act (DDA) 1995, the SEN and Disability Act 2001 (SENDA) and SEND Regulations 2014 amended part 4, so that it became applicable to education and to prevent discrimination against disabled people in their access to education.

This policy also has due regard for the SEND Code of Practice 2015 (updated April 2020).

This has placed three key duties on schools, which are:-

1. Not to treat disabled students less favourably for a reason related to their disability
2. To make reasonable adjustments for disabled students, so that they are not at a substantial disadvantage
3. Plan to increase access for disabled students or those with an EHC plan

The school will address the following:

- Increasing the extent to which disabled pupils (including those with special educational needs) can participate in the school's curriculum

- Improving the physical environment of the school for the purpose of increasing the extent to which disabled pupils are able to take advantage of the education and benefits, facilities or services offered by the school
- Improving the delivery to disabled pupils of information which is readily accessible to pupils who are not disabled.

Our plan exemplifies the school ethos that:-

- Everyone in the school community is made to feel welcome
- There are high expectations of all pupils
- Staff, trustees and pupils share a philosophy of inclusion
- Pupils are equally valued
- Staff seek to remove all barriers to learning participation.

In addition, the school recognises it has a responsibility to help children understand the discrimination faced by disabled people and work positively to counteract discrimination. (See SMSC policy). Furthermore, the British values of law, democracy, individual liberty and mutual respect underpin the school's ethos.

Aims

- To make education, as a whole, available to disabled children without discrimination.
- To make provision to allow disabled pupils, staff, trustees and parents/carers to be fully included in school life. 'Disabled pupils' for the purpose of the disability access plan refers not only to those with physical disabilities but could include, for example, those with health issues, including mental health, or learning disabilities if they meet the legal definition of 'disability'.
- To achieve this, the school will have particular regard to:-
    - Entry to school / admissions policy
    - Access (physical)
    - The curriculum
    - Teaching and learning
    - Classroom and school organisation
    - The school day / timetabling
    - Sports
    - Extra-curricular activities
    - Trips

- Assessment / testing

Dates / timeframe

Item/Objective	Proposed Action	Resources	Completion date/status	Review notes
Increasing the extent to which disabled pupils can participate in the school's curriculum	**Chromebooks in the classroom for all pupils (or at home whilst online).**	Head of ICT	Completed 2021	As a response to the need for online learning, we brought forward plans to increase the rollout of Chromebooks for all pupils in the school and achieved this in February 2021. Cost: pupils purchase their own chromebooks
	Charging stations for all Chromebooks	Head of ICT	Ongoing	Each pupil now has a charging station and there is a new system in place of pupils acting as charging monitors each day.Ongoing upkeep will be necessary. Cost: depends on durability of these stations.
	Teaching pupils touch typing skills and text to speech skills: of especial use to some LS pupils.	LS Dept. and English Dept and all staff whilst pupils are online.	Ongoing	All pupils have access to *typing.com* and are encouraged to use this to increase their typing fluency and accuracy. Text to speech now available in school too. Cost: zero
	Helping LS and EAL pupils to achieve results commensurate with ability, in both routine schoolwork and exams by: providing extra time in exams (+ ISEB pre-tests), the facility to type where required and access to dictionaries for EAL.	LS Dept.	Ongoing	Continuing 1-1 and small group support from relevant teachers for classwork and preps; reading prefects to support weaker readers in the evenings and the gappie team hears selected LS pupils read each week. Cost: staff time

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	Staff INSET to assist teaching to LS pupils	To increase Staff knowledge and ability to support pupils using differentiated teaching.	Ongoing	Inset scheduled for January 2024 Cost: staff time and any resources relevant to that training
	Pre-test preparation with ATOM	JMP, RFG, CLF, English & Maths and LS Depts	Ongoing	All pupils in Years 4, 5 and 6 have an ATOM account to allow them to practise for pre-tests using adaptive technology which can suit to match their ability levels and needs. This work can continue at home during the pandemic or in school holidays. April 2024 - Year 3 pupils may also begin pre-test preparation if needed.
Providing staff with best information to enable support of those with specific difficulties	**Individual Learning Plans** Profiles for SEND pupils, pupils with pastoral needs and medical needs to be accessible by all staff and are encouraged to contribute based on their involvement with pupils.	Provision Map- yet to purchase In the meantime- ILP are developed and shared via the existing format.	Aiming to purchase by January 2026-2027 Ongoing	CLF spoke to TES Jan 26 and is currently getting costings for the school.
	Screening Results update - to offer a current class and historical individual view of a pupil's progress.	CLF/MJH/JMP to input, share and oversee all screening results	Ongoing	The new spreadsheet format was introduced in Sept 2021 and works well to capture whole school screening results. Cost: staff admin time
	Online Weekly and Half term reports to enable easy access for all parents, regardless of location or specific needs.	Deputy Head organised	Ongoing	We implemented weekly and half-term reporting online. These were backed up by Form Tutor meetings during covid, allowing parents to receive regular feedback despite not being able to come into school. We returned to Open House parental meetings in May 2022, but with online options for those who are not free to come.
	Medical and Pastoral Overview forms	CLF, AB & AP	Ongoing	These were introduced to provide a whole school summary which staff could access speedily, rather

		Provision Map will also replace any existing pastoral and medical plans and will be found in once central place		than going into each individual record in turn. Ongoing Cost: pending
Admissions	Initial Assessments undertaken by the Assessment Team	Assessment Team: CLF, GH, GP, JMP	Ongoing	Nearly all potential new pupils are met by GHSM and the Assessment team as part of the assessment process. This allows any specific needs to be identified and discussed at the outset, so that an appropriate plan can be made for any support required accordingly. Cost: none
Pastoral Care and Supporting Mental wellbeing	Continue to offer 1-1 counselling therapy with Sally Shuckburgh to support some pupils with their mental wellbeing.	Weekly visits and use of the Nest. AP to coordinate the counsellor's timetable and with parents.	Ongoing	Pupils are referred by AP on the advice of staff or request of parents. Cost: £65
	Staff training in supporting mental wellbeing.	Staff inset sessions according to topic	Ongoing	Next scheduled for INSET January 2026 Cost: Staff time and any resources relevant to that training
	We are currently training up a member of staff as an ELSA	ASP, CLF, ELEM	Ongoing	Training will start in the Autumn Term 2025
	Family Leads will offer additional support for all pupils. It is also a pathway where parents can also be supported with their child.	Family Lead Staff	Ongoing	Deputy Head introduced this new system in January 2022 with a handbook, and is developing it further over time. Cost: Zero other than staff time.
	Pastoral Support Plans	ASP and CLF	Ongoing	All pastoral forms now show if there is an SEN profile to record, so that correlations between needs and difficulties can be made more easily.

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				Cost: Zero
	CAPs - Evening Activities: provide all pupils with the opportunity to integrate in various extracurricular activities. These are led and managed by the staff	Staff time and some small purchases for particular clubs.	Range and breadth of activities to be reviewed regularly by TAPB ongoing	The CAPs were successfully introduced in Sept 2020 enabling all pupils to take part in activities each weekday evening. Options for quiet time spent in the library and creative clubs were also given and the CAPs also provide structured chances to socialise, which are highly beneficial to many pupils especially those with ASD profiles. Cost: none other than staff time and any specific resources needed to run a programme
Improving the physical environment of the school for the purpose of increasing the extent to which disabled pupils are able to take advantage of education and benefits, facilities or services offered by the school	**Sports Hall:** Creating an indoor space for sport, increasing free time options. Improved changing & showering facilities, disabled WC, etc.	New Sports Hall	Completed August 2023 (GHSM)	The School is now looking to integrate use beyond just what it needs it for. Community projects & opening it to the public will help to generate extra income. Cost: Budget approx £6.5m
	Girls Boarding House: Creation of new, accessible dormitories, washrooms & showers	GHSM and RSG	ongoing	Completed March 2025
	Year 8 moved to main building	GHSM & SLT	Completed 2023	All Year 8 pupils moved to the Main boarding

	as 'Bowlers Boarding House considered too small for 50 plus Year 8 pupils			building closer to GHSM and to make use of his experience of Senior Schools and therefore help prepare them for Senior school Boarding.. Year 4, 5 and 6 moved to Bowlers which is quieter and smaller, and better suited for those year groups.
	Access to first floor facilities: Library, computer room & art room: Ultimately, the school hopes that all 1st floor areas will have disabled access. (The Main building has a lift & a lift shaft was included in the construction of Jackson's). The Design and woodwork areas provide ground floor areas for creative work.	SLT	2026+	Ongoing
	New boarding facilities: Conversion of B corridor & Bursary into self-contained boarding house & staff flat.	GHSM & SLT	2026+	Initial discussions being held. RSG considering funding plans.
	Additional athletics / sports pavilion: Create better outdoor facilities; esp. provision of drinking water, power & shelter.	GHSM & SLT	2026+	Initial discussions being held. Funding?
	New Reception Area: Creation of a more central reception / office. Converting existing laundry block.	GHSM & SLT	2026+	The RSG architect has inspected the site and plans are being drawn up. Will RSG funding be available?
	Catering: The provision of a hot vegetarian option for each main	New catering team	Completed 2020	A new Catering team took over in 2020 and were able to offer increased options for all at meal times, especially for those with food intolerances. Fruit is

	meal of the day.			available throughout the day. Food allergens are clearly listed. Increased budget.
	Address Food Intolerance issues: Helping parents & pupils to pinpoint and manage food intolerances and thus improve wellbeing, concentration, etc	MB, Matrons, LS Dept. (CLF)	Ongoing	A number of pupils now arrive knowing they have intolerances. We sometimes recommend using the York Blood Test facility to help establish if food intolerance is a problem. The kitchen staff are extremely helpful in knowing which pupils should avoid which foods. Zero cost to school. Ongoing
	Games Provision: Increase the number of sports and sporting opportunities for all ages and abilities. Provide specialist coaching outside the school where appropriate. Eg for polo.	RFG	2025+	Done and ongoing. pupils attend Oxford Rugby Club on Sunday mornings. Plans for Sunday morning football too. Streaming of matches on Instagram and presence on Twitter.
Improving the delivery to SEND pupils and those abroad and their families, of information which is accessible to pupils who are UK based or not SEND.	**Use of Google platform throughout the School:** Cloud storage to enable easy access for all Staff and pupils *from all devices and locations worldwide - of particular help to all families during online learning and those overseas when at school.*	JMP	Ongoing. Improved wifi connections	SOCS (for sport) introduced in April 2019 and for CAPs evening activities in 2020. RSG funded.
	Online School Events: Assemblies, concerts, plays, performances	SLT & JMP	Ongoing	We have enabled the live streaming of many online school events granting equal access to all pupils and their families of key weekly activities.

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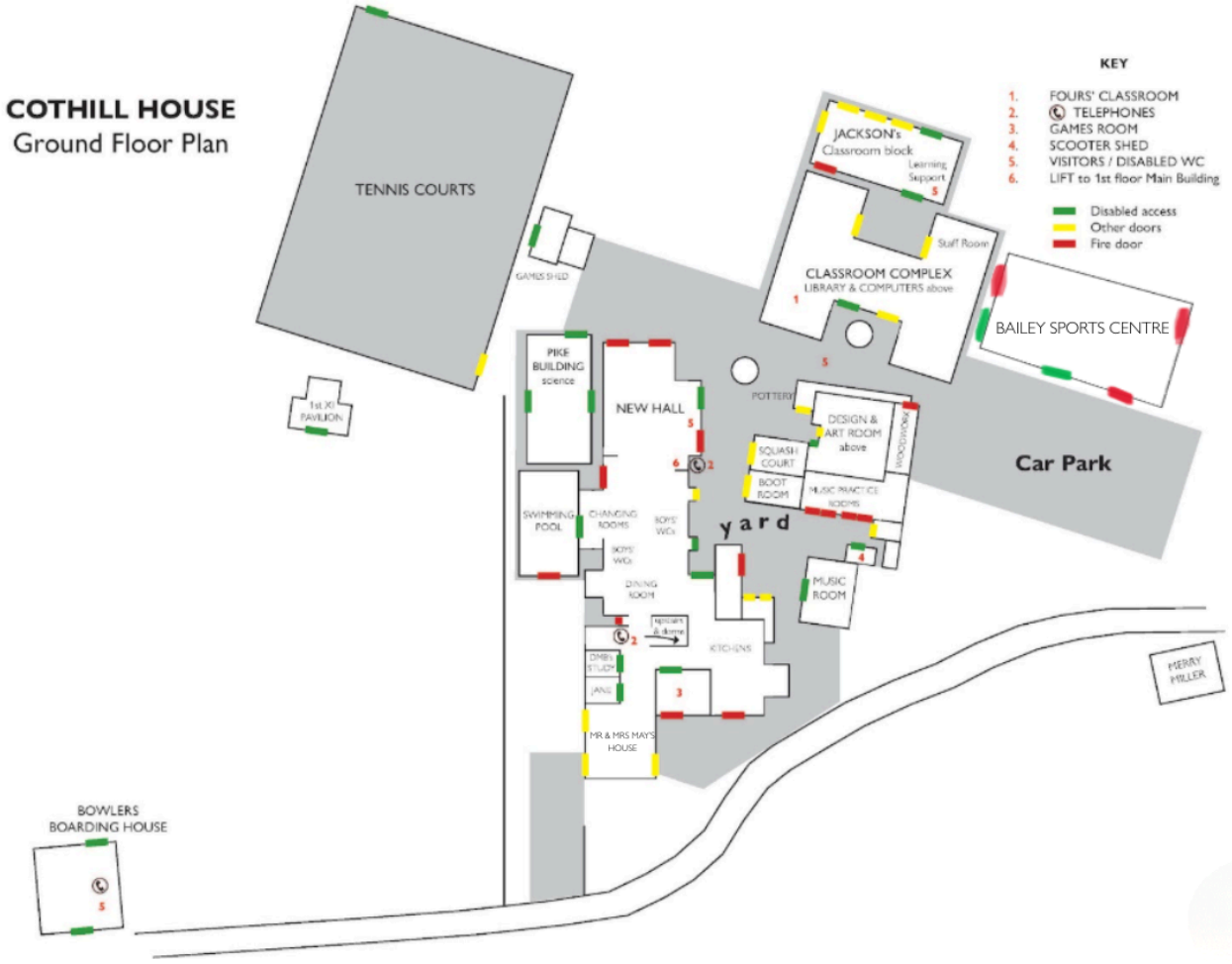
				Cost: Zero
	Senior School Transfer Documents: Receipt of all Ed. Psych. Reports from pre-preps & passing on the same to public schools (with parental permission). Electronic questionnaires for parents and pupils allow for full information to be formally collected.	CLF & SLT	Ongoing	2020 we introduced a formal questionnaire for parents and year 6 pupils to facilitate the provision of up-to-date information for senior school reports. Zero cost.
	New Website, with Parent Portal, blogs, etc: To provide parents with more information via the website and create a secure area which only members of the school community are able to access.	RSGroup & VP (Tora Parker)	New Cothill website with Parent Portal launched in November 2024	Amendments, fixes and snagging issues were dealt with during summer 2019. A parental portal has been added to give parents a secure means of accessing key information more easily. Latest parent portal coming november 2024
	New Pre-test Preparation website and materials: To offer support and information to all our families on how best to prepare for the Year 6 and 7 pre-tests.	CLF & JMP	2025 - ongoing	The website was launched in March 2021 as part of the Parental Portal and is frequently updated. The website provides far greater accessibility to information for parents who are not so easily able to visit the school and meet the relevant staff. In July 2022, three workbooks per pupil were sent home to facilitate year 5 pre-test preparation.

The above 3 year plan is a requirement of Schedule 10 of the Equality Act 2010. It is reviewed annually.

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