



APPENDIX 1		DDA Duty	Objective	What	How	Who	When	Goal achieved
Short term	1	A,B,C	Ensure compliance with DDA	Staff/governors informed of requirements and obligations of DDA and of the Accessibility Plan	Staff meeting Governor meeting	H & S staff rep & governor SENCo	Review termly during H & S review	School complies with requirements of DDA and Code of Practice
	2	B	Adaptation of registration form (pupils) and application form (future employees) to include a request for information about any possible disabilities			Admissions Officer	Autumn 2014 – existing staff & pupils Spring 2015 new admissions	Better information about the needs of prospective pupils and employees if they have a disability
Medium term	3	C	Develop outside play areas to foster positive behaviour	Playground markings and fixed recreational equipment	Identify needs. Costing Sought Priorities agreed	School Council & SLT Business Manager Governors	Spring term 2015 Summer term 2015	Playground facilitates good behaviour through positive use of recreational time
	4	A	Teaching and support staff to complete Inclusion Development Programme (IDP)	Staff complete initial audit and then complete on-line resource	Staff development meeting Performance Management meetings / PPA time	SENCO All staff	Spring 2015 Summer 2015	Improved staff confidence with SCLN BESD, ASD and Dyslexia
Long term	5	C	Improved wheelchair access to sink units in appointed classroom and resource area	Pupils with disabilities have same access as other pupils	Identify in school premises development plan	Governor Resources committee	Summer 2016	Units under sink re-designed
	6	C	Provide visual as well as audio warning of fire alarm	Flashing light to be fitted to synchronise with fire bell	Swift security conduct site survey	Governor Resources committee	Summer 2015	School able to warn HI and VI pupils /adults of fire

A = improved access to curriculum

B = improved delivery of written materials

C = improved physical environment