

Question	RAG	Comments
Do staff adapt lesson plans so that all pupils can participate and reach their full potential?	G	Regular training given as part of CPL
Does the school ensure that all pupils have access to extracurricular activities?	G	Updated termly in response to Student Voice and tracking of attendance
Does the school make sure all pupils with SEND are able to participate in school trips and activities?	G	
Does the school have a compliant admissions policy in place which offers fair and equal access to all pupils?	G	
<b>Does</b> the school ensure pupils with SEND have equal admission opportunities when taking entry exams?	N/A	
Does the school enable all pupils to have access to the full curriculum without hinderance?	G	
Has the school put things in place so that all pupils feel secure, make progress and reach their full potential?	G	Pastoral/Farne/PD and Melrose package
Does the school make sure pupils with SEND can participate in physical activities in the curriculum?	G	
Question	RAG	Comments
Does the school make use of its teaching assistants when supporting pupils with SEND?	G	
Does the school include all pupils in group work and class work?	G	
Does the school ensure all pupils have access to a broad curriculum and extra-curricular activities which are aspirational and include creative subjects such as art, drama and music?	G	
Does the school involve and support pupils with SEND when participating in discussions and giving presentations?	G	
Does the school ensure that pupils with SEND have access to online learning materials and IT lessons?	G	
Does the school train staff to assist pupils with SEND to access online learning materials and participate in IT lessons?	G	

**Access to the curriculum (continued)**

Question	RAG	Comments
Are there learning resources that school provides for pupils with sensory impairments?	G	On request
Does the school support pupils with disabilities that affect numeracy, literacy and speech?	G	
Are staff trained to meet the needs of all pupils?	G	
Does the school ensure it communicates effectively with pupils and parents with sensory impairments?	G	
Does the school seek feedback about accessibility from pupils, parents and staff?	G	

**Access to the physical environment**

Question	RAG	Comments
Does the school have facilities to meet the needs of pupils who require additional hygiene and personal care, e.g. assistance with incontinence and the changing of clothing?	G	
Does the school enable pupils and staff with ambulatory impairments or wheelchairs to arrive to their next lesson safely and on time?	G	
Does the school make sure pupils with hearing impairments are notified when the school bell rings?	N/A	No such cases at present. Teaching/support staff would be made aware if this was the case.
Does the school ensure all visitors, staff members and pupils have equal access to all areas within the school premises?	G	
Has the school made sure that floors and lighting are suitable for pupils, staff and visitors who are visually impaired or who have physical disabilities?	G	
Are there measures in place to ensure that pupils with language impairments or EAL understand signage on the premises?	G	Emergency signs have pictures so are easy to understand for students that are EAL or have language impairments.
Question	RAG	Comments
Does the school ensure car parks and access and egress routes are clearly identified?	G	
Does the school have in place a system so that access and egress routes and car parks are smooth, flat and slip-resistant?	G	
How has the school made sure that access routes are wide enough for wheelchair users and those with ambulatory difficulties to manoeuvre?	G	
How does the school keep access routes from being misused?	G	
How does the school make sure access routes are free from obstructions?	G	
How does the school make sure that access routes are adequately lit?	G	
How does the school keep access routes free from snow, ice, fallen leaves and litter?	G	

**Car park and school grounds**

Question	RAG	Comments
Does the school have fixed or temporary ramps available to enable safe access to the building for pupils, staff and visitors?	G	
If the school does not have ramps to all pupil-, staff- and visitor-accessible buildings, why is this?	G	
Do the ramps have handrails on one side, both sides, or none?	A	Managed by risk assessment - some have no handrails
If the school does not have handrails on its ramps, why is this?	A	Access is appropriate due to the incline.
How does the school keep the surfaces of its ramps slip-resistant?	G	
How does the school keep the ramps adequately lit?	G	
How does the school ensure the ramps are clearly identifiable?	G	
How does the school keep the ramps safe for use and in good working condition?	G	

## External ramps and steps

## Entrances

Question	RAG	Comments
How has the school made building entrances clearly distinguishable from the façade?	G	
If any doors are made of glass, how has the school made them identifiable?	G	
How has the school made sure all entrances are wide enough for wheelchairs to pass through, and for wheelchair manoeuvring either side?	G	
How has the school ensured that doors can be used at both seating and standing height?	G	
How has the school made sure that all door handles can be grasped and operated easily?	G	
How has the school made power-operated doors identifiable?	N/A	
How has the school made sure that entryway surfaces are slip-resistant, even when wet?	G	
Question	RAG	Comments
How has the school made sure its corridors, passageways and aisles are wide enough for wheelchair users to move and turn, and for other people to pass?	G	
How does the school keep all areas of passage free from obstacles, hazards and slippery surfaces?	G	
How does the school use its lighting to help those with visual impairments or visual sensitivities?	G	
How has the school used visual clues to help pupils, staff and visitors orientate themselves in passageways?	G	
How has the school used tactile signs and information to help those with visual impairments find their way?	N/A	No such cases at the time. If necessary, we would ensure that braille and other mediums were applied.
Has the school considered the travel distances of those with ambulatory disabilities?	G	
Has the school used induction loops and couplers in its corridors, assembly halls and telephones?	A	Not in place at this time. This is part of our Accessibility Audit plan and should be in place by the end of 2023
How are these systems maintained?	A	As above

**Corridors and aisles****Reception**

Question	RAG	Comments
How has the school made sure that signs in reception are suitable for everyone, and that signs are viewable from both seating and standing positions?	G	
How has the school made sure its reception areas are adequately lit for those with visual impairments?	G	
How does the school keep its reception areas free from obstacles and hazards?	G	
How has the school ensured that reception fixtures can be used at both seating and standing height?	G	
Do all reception areas have an induction loop?	G	Yes
If any of the school's reception areas are not fitted with an induction loop, why is this?	N/A	
How has the school ensured telephones and other fittings are suitable for all users?	A	In the process of being reviewed
If the school has any aids to help people navigate the building, how have these been adapted for use by those with disabilities?	G	

**Doors**

Question	RAG	Comments
How has the school ensured its doors are clearly distinguishable?	G	
If any of these doors are glass, how has the school made sure they are visible when shut?	G	
How has the school made sure that people at seated height can be seen through glass panes in doors?	G	
How has the school made sure that its doors are wide enough for wheelchair users to manoeuvre?	G	
How has the school made door handles accessible to, and easily operated by, seated and standing users?	G	
How has the school made door handles clearly identifiable?	G	
Has the school fitted any power assisted doors?	N/A	
If the school has not fitted any power assisted doors, why is this?	N/A	
If the school has fitted power assisted doors, how are these maintained?	N/A	

**Lavatories**

Question	Comments	Evidenced by
How has the school ensured lavatory provisions are available to pupils, staff and visitors with disabilities?	G	
How has the school made lavatory and disabled lavatory facilities clearly identifiable?	G	
How has the school made lavatory fittings and handrails distinguishable from their backgrounds?	G	
How has the school ensured lavatory handles and locks can be easily gripped and operated by everyone?	G	
How has the school made sure lavatories and disabled lavatories are appropriately lit?	G	
Has the school made sure disabled lavatories are fitted with an emergency cord, and that it is long enough to be operated from the floor?	G	
How does the school maintain the emergency call system?	G	
If the school has not fitted an emergency call system, why is this?	G	
How does the school ensure staff are trained to respond to the emergency call system? How is this training maintained and monitored?	G	
How has the school ensured wheelchair-accessible lavatories are wide enough for wheelchair users to properly manoeuvre?	G	
How has the school made sure lavatory fittings and handwashing facilities are accessible from both seated and standing positions?	G	
How has the school made sure taps can be operated by those with limited dexterity, grip and/or strength?	G	
How has the school made sure lavatory signage is suitable for those with visual impairments?	G	
Has does the school ensure that disabled lavatories are not being misused?	G	
How does the school make sure lavatories are free from obstacles, hazards, spills and slippery surfaces?	G	

**Fixtures and fittings**

Question	RAG	Comments
How does the school ensure that all desks and counters are accessible to those at both standing and seated height?	G	
If there is fixed seating, e.g. in an assembly hall, how does the school ensure there are spaces for wheelchair users?	G	
How has the school made sure vending machines, hot drinks machines and water fountains, etc., are suitable for everyone?	G	
How has the school ensured that fixtures are clearly distinguishable from their backgrounds?	G	
How has the school made sure display boards, blackboards and whiteboards, etc., are all viewable from seated and standing positions?	G	
How do staff ensure those with visual impairments have access to information on display boards?	G	
How has the school made sure bookshelves are accessible to everyone?	G	
How does the school allow wheelchair users and those with ambulatory disabilities to have access to seating in dining halls and room to manoeuvre?	G	
What does the school have in place to allow wheelchair users and those with ambulatory disabilities access to seating in classrooms and room to manoeuvre?	G	
What does the school have in place to allow wheelchair users and those with ambulatory disabilities access to seating in staff rooms and room to manoeuvre?	G	
How has the school ensured dining halls, food counters and kitchens are clearly identifiable?	G	
How has the school ensured classrooms are clearly identifiable?	G	
How has the school ensured staff rooms, offices and staff-only areas are clearly identifiable?	G	
If there are lockers, how does the school ensure pupils and staff with disabilities have suitable access to them?	G	

**Means of escape**

Question	RAG	Comments
How has the school ensured its fire alarm system is visual as well as audible, including inside lavatories?	G	
How has the school made sure all emergency exit routes are accessible and wide enough for wheelchair users, with room for others to pass?	G	
What arrangements has the school made for those with disabilities when evacuating from upper floors?	G	
Has the school ensured emergency exit signs are suitable for everyone, including those with comprehension disabilities or EAL?	A	In place on the website, but not throughout school. These will be now feature a variety of languages and will be in place by Christmas 2021.
How does the school check the effectiveness of its evacuation, invacuation and lockdown strategies for people with disabilities?	G	
How has the school ensured that pupils and staff who require a personal evacuation plan (PEP) are provided with one?	G	
How does the school keep emergency exit routes free from obstacles, hazards or slippery surfaces?	G	
What does the school have in place to check warning devices and detectors regularly?	G	

**Access to information**

Question	RAG	Comments
How has the school ensured its buildings are equipped with hearing assistance?	R	On request. We will focus on this this year. Use of subtitles, signage, overcoming the challenge of mask wearing etc...
Does the school accommodate for large-print, alternate colour or tactile versions of information, such as letters, maps and leaflets? If not, why is this?	G	
Has the school arranged for audio versions of information? If not, why is this?	A	Some on website. Available on request.
What arrangements has the school made to train staff to communicate with those who have sensory disabilities during open days and events?	R	None but would do on request.
How has the school ensured all relevant areas of the school are clearly signed for those with visual impairments, including colour blindness?	A	On request.
How has the school ensured all relevant areas of the school are clearly signed for those with hidden disabilities, such as autism or dyslexia?	G	
How has the school ensured its website is accessible to everyone, such as the incorporation of translation features and audio reading?	A	Mostly accessible. This is part of our accessibility plan and will be audited and improved throughout this academic year.