



ACCESSIBILITY AUDIT

CHECKLIST - Review February 2026(Website)

Consider each question from the perspective of each type of disability:

- Wheelchair
- Ambulant
- Dexterity
- Autism
- Visual
- Auditory
- Comprehension

February 2026 Updates shown in red text

Short term action items highlighted blue

Future action items highlighted green

Inspection	Date	Person Undertaking Inspection
Section 4 -Physical Inspection	Review 2 November 2017	Sally Evans (SENCO) Reese Kirk (RK) & Annette Newport (AN)
Section 1-3	Review 2 November 2017	Annette Newport
All Sections	Review 20 November 2017	Review by Karyn Hing & Francesca Cave
All Sections	Review 13 th July 2018	Review by Rachel Sadler
All Sections	Review 12 th November 2018	Review by Rachel Sadler and Reese Kirk
All Sections	Review 9 th October 2019	Review by Julia Findlay (IL), Reese Kirk (RK) & Annette Newport (AN)
All Sections	Review 2 nd December 2020	Review by Julia Findlay (IL) and Annette Newport (AN)
All Sections	Review 10 th January 2022	Review by Annette Newport (AN) and Reese Kirk (RK)

All Sections	Review February 2023	Review by Annette Newport (AN) and Reese Kirk (RK)
All Sections	Review February 2024	Review by Annette Newport (AN) and Reese Kirk (RK)
All Sections	Review February 2025	Review by Annette Newport (AN) and Cheryl Royle (CR)
All Sections	Review February 2026	Review by Lee Savill (LS) , Julia Findlay (JF) and Annette Newport (AN)

Please answer all the questions in this audit. 1 = yes - completely, 2 = almost - working towards meeting the guidance, 3 = partially, 4 = not yet considered.

Section 1: EQUALITY & INCLUSION DISABILITY AWARENESS / TRAINING	1	2	3	4	Comments	Target date for completion of action items
1. Do you provide disability awareness training to enable all staff to understand and recognise disability issues?	✓				Training depends upon the individual needs of the children. Staff updated by Rachel Sadler (RS) in Spring term 2021. Future training will be scheduled. Refresher staff training completed Summer term 2023 Refresher staff training completed Sept 2025 Next training due Autumn term 2026	Autumn term 2026 RS
2. Do you have arrangements for teachers and teaching assistants to have the necessary training to teach and support children and young people with disabilities if required?	✓				Training depends upon the individual needs of the children.	

Section 2: CURRICULUM HOW DOES YOUR SCHOOL DELIVER THE CURRICULUM?	1	2	3	4	Comments	Target date for completion of action items
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3. Do all staff seek to remove all barriers to learning and participation?	✓					
4. Is teaching appropriately differentiated to meet individual needs so that children and young people make good progress?	✓					
5. Are all children and young people encouraged to take part in music, drama and physical activities?	✓					
6. Do staff provide alternative ways of giving access to experience or understanding for children and young people with disabilities who cannot engage in particular activities, for example some forms of exercise in physical education?	✓					
7. Do all staff recognise, understand and allow for the additional planning and effort necessary for children and young people with disabilities to be fully included in the curriculum	✓					
8. Are all staff encouraged to recognise and allow for the additional time required by some pupils with disabilities to use equipment in practical work?	✓					
9. Do you provide access to appropriate technology for those with disabilities?	✓					
10. Are school visits, including overseas visits, made accessible to all children and young people irrespective of attainment or disability?	✓					

Section 3: WRITTEN & OTHER INFORMATION HOW DOES YOUR SCHOOL DELIVER MATERIALS IN OTHER FORMATS FOR <u>ANYONE</u> WHO NEEDS IT?	1	2	3	4	Comments	Target date for completion of action items
11. Do you have arrangements to provide information in simple language, symbols, large print, on audiotape or in Braille for pupils and prospective pupils who may have difficulty with standard forms of printed information?	✓				Arrangements are currently in place to meet requirements of current pupils and parents etc. Review if additional needs arise.	
12. Do you have the facilities such as ICT to produce written information in different formats?	✓					

13. Do you ensure that information is available to staff, pupils and parents in a way that is user friendly for all people with disabilities?	✓					
14. Is furniture and equipment selected, adjusted and located appropriately?	✓					
15 Do you ensure that all school staff are familiar with technology and practices developed to assist people with disabilities?	✓					
16. Does the school website comply with relevant accessibility legislation and regulations - currently the Web Content and Accessibility Guidelines (WCAG) 2.1 AA standard; and does it contain an Accessibility Statement detailing how the website is accessible and areas where it does not meet the WCAG 2.1 AA standard.					School website has been updated with the Accessibility Statement which can be found on each page of the website. Autumn term 2025	

Section 4: PHYSICAL ENVIRONMENT IS YOUR SCHOOL DESIGNED TO BE ACCESSIBLE AND MEET THE NEEDS OF ALL PUPILS? <i>(please complete a copy of Section 4 for the main school and each detached building - including each temporary building, playing field and hard surfaced area)</i>	
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ENTRANCE TO SCHOOL AND RECEPTION AREA- CHECKLIST ADDED OCTOBER 2019 (added from Access, Autism, Dementia and Learning Difficulty Friendly Schools Assessment document) <i>Please answer all the questions in this audit. 1= yes - completely, 2 = almost - working towards meeting the guidance, 3 = partially, 4 = not yet considered.</i>	
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A Entrance - Physical Considerations	1	2	3	4	Comments	Target date for completion of action items
i Do you have designated parking spaces available for disabled people? (e.g. have you made it clear these spaces are not for use by non-disabled people)	✓					
ii Is the main entrance to your building easy to find and within convenient walking distance from the car park? (Adequate signage on display?)	✓					
iii Is your exterior signage in good order? (E.g. nothing obscuring the signage, not faded, or in good working order if electric).	✓				ACTION ITEM Feb 26 Designation of ambulance and Visitor parking bays on the floor in front of each bay to be renewed by end of Easter break 2026	LS by end of Easter break 2026
iv Are your signs clear, in bold face with good contrast between text and the background?	✓					
v Is there a contrast between the sign and the surface it has been mounted on?	✓				ACTION ITEM Feb 26 Red hatching in small no parking area by front double gates to be renewed by end of Easter break 2026	
vi Are the signs fixed to the door they refer to? - They should not be on the adjacent surfaces if at all possible.	✓					
vii Are signs at eye level and well lit?	✓					
viii Is the walkway to your building even and slip resistant? Is the route free from kerbs, pot-holes, weeds and loose paving stones?	✓					
ix Is the walkway wide enough for wheelchair users and free from obstructions?	✓					

<p>x Is the exterior lighting adequate for walkways, steps and ramps? LUX level 100 - 200</p>	✓				<p>All signs are appropriately located.</p>	
<p>xi If you have a buzzer or intercom is it in good working order? If you have an entry-phone system with an induction loop, is this in good working order?</p>	✓				<p>Post by exit button now covered with yellow and black tape to make it more prominent.</p>	
<p>xii If you have automatic doors, are they in good working order? Do the automatic doors remain open long enough for a person with a disability to pass through?</p>	✓				<p>Lighting upgrade programme completed</p>	
<p>xiii Is the entrance wide enough for a wheelchair user to gain access?</p>	✓					
<p>xiv Is a person with a disability or a wheelchair user able to get over the entrance threshold safely?</p>	✓					
<p>xv If difficulties are experienced, is there a bell / intercom for assistance which will be responded to?</p>	✓				<p>ACTION ITEM Feb 26 Check height of buzzer and intercom by main entrance doors is optimum height for wheelchair users by end of Easter break 2026.</p>	<p>LS by end of Easter break 2026</p>

B. Entrance - Management or Training Considerations						
i Are your reception staff able to advise disabled people where they can park?	✓					
ii Are your reception or security staff confident in making adjustments for disabled people who cannot use an intercom or entry-phone system? (E.g. due to a hearing or visual impairment)?	✓					
iii Is a member of staff available to assist disabled people who may have problems opening heavy doors?	✓					
iv Do you inform visitors who have a disability of key areas such as WC, quiet room and lift?	✓					
C. Reception Area - Physical Considerations						
i Are there appropriate signs and tactile information available for visitors with disabilities?	✓				Entrance area and reception will always have staff available to assist visitors with disabilities.	
ii Is the space between entrance and reception desk clear of obstacles?	✓					
iii Can people on either side of the reception desk see each other? (E.g. computers, boxes or papers obscuring the view?)	✓				ACTION ITEM Feb 26 Replace sign in the front office saying " Please ask if you need assistance".	AN by end of Easter break 2026
iv Is the space under desks or counters free from clutter to enable wheelchair users to get close enough to fill in forms?	✓					

<p>v Is the reception area well-lit and makes as much use of natural light as possible? Are there blinds to minimize glare and reflections but do not cause shadows at certain times of the day?, LUX level 100- 300</p> <p>vi Is there an amplifying device or induction loop at reception? And is there clear signage advertising this?</p> <p>vii Is your reception seating area tidy and free from obstructions?</p> <p>viii Have you provided Fire Safety and Emergency information in a clearly printed format and do you have alternative formats available?</p> <p>ix Is there an up to date map of the building layout near the entrance?</p> <p>x Does the map have a high colour contrast and use an accessible font and size, for the benefit of people with sight problems?</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p>	<p>✓</p>	<p>All visitors badges have fire safety map attached. No alternative formats currently required by will review if circumstances change</p> <p>Maps in alternative formats will be made available to people with visual impairment when required</p>	
<p>D. Reception Area - Management or Training Considerations</p>					
<p>iii Have reception, security staff and volunteers received training to support disabled people? (I.e. people with hearing impairments, visual impairments and guide dogs, and wheelchair users) Is additional training required?</p> <p>iv Do your staff receive Autism Awareness training or do you have an autism champion within your team?</p>	<p>✓</p> <p>✓</p>			<p>Review training requirements annually</p> <p>Autism Awareness training carried out by RS in Spring term</p>	

<p>ii Are there pools of bright light or deep shadows (these should be avoided)?</p>				<p>around school to assist them or someone who has impaired vision eg. lighting, braille or other signage, contrast markers on playground equipment, stairs, steps etc. No additional issues flagged.</p>	
<p>Signage/Navigation</p>					
<p>iii Is internal signage in good order and lit adequately?</p>	✓				
<p>iv Are there appropriate signs and tactile information available for visitors with disabilities located around the building?</p>	✓			<p>Review requirements for tactile signage annually or when circumstances require</p>	
<p>v Is any temporary signage in an accessible size and font? (e.g. sans serif)</p>	✓			<p>NB: icons used - class avatars are required and helpful</p>	
<p>vi Are your signs clear, in bold face with good contrast between text and background?</p>	✓			<p>Pictorial signs have been added where appropriate.</p>	
<p>Vii Is there a contrast between the sign and the surface it is mounted on? This will allow the person to recognise it as a sign.</p>	✓				
<p>viii Are signs at eye level and well-lit?</p>	✓			<p>New signs purchased for new classrooms and all WC's (including braille for WC's) December 2021</p>	
<p>ix Are signs highly stylized or use abstract images or icons as representations? (These should be avoided).</p>	✓			<p>ACTION ITEM Feb 26 Purchase and affix braille signs for Curiosity Corner, Main</p>	<p>LS By end of Easter break 2026</p>

<p>x Are there pictorial signs for certain areas such as kitchen, bathroom, and lounge?</p>	✓				<p>Office and Medical Room by end of Easter break 2026</p>	
<p>xi Are signs placed at key decision points for someone who is trying to navigate your premises for the first time? -</p>	✓				<p>Maps are in place at all suitable points around school</p>	
<p><u>Flooring and Décor</u></p>						
<p>i Is floor covering slip-resistant and safely secured to the floor?</p>						
<p>ii Are there any highly reflective or slippery floor surfaces? - Reflections can cause confusion.</p>						
<p>iii Do you have bold patterned carpets? - Plain or mottled surfaces are easier; patterns can cause problems to people with perceptual problems.</p>	✓					
<p>iv Are changes in floor finish flush rather than stepped - changes in floor surfaces can cause some confusion due to perceptual problems. If there is a step at the same time you also introduce a trip hazard.</p>	✓					
<p>v Is there distinctive tones or colours to aid orientation around the building?</p>	✓					
<p><u>Corridors</u></p>						
<p>I Are corridors well lit?</p>	✓					
<p><u>Internal Doors</u></p>						
<p>i Are internal doors wide enough for wheelchair access?</p>	✓					

<p>ii If the door is a fire exit, does it have a push bar opening mechanism?</p> <p>iii Are hold open devices for fire doors in good working order?</p> <p>Iv Are signs fixed to the doors they refer to? - They should not be on adjacent surfaces if at all possible.</p> <p>v Are glass doors clearly marked?</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>					
<p><u>Medical Room</u></p> <p>i Are exit and entrance routes accessible to all, including wheelchair users? (Step free access)</p> <p>ii Are doors wide enough for wheelchair access?</p>	<p>✓</p> <p>✓</p>				<p>FUTURE REVIEW</p> <p>Need to provide medical facilities elsewhere for any pupil/staff member in a wheelchair .</p>	
<p><u>Steps / Stairs</u></p> <p>i Is there contrasted edging on steps?</p> <p>ii Are the handrails on stairs painted a contrasting colour?</p>	<p>✓</p> <p>✓</p>				<p>Contrasting handrails in place</p>	
<p><u>WC's</u></p> <p>i Do you have a unisex disabled WC or changing facility?</p> <p>ii Is the assistance alarm in the WC in good working order?</p>	<p>✓</p> <p>✓</p>				<p>Door signs (with braille) at suitable height affixed for Year 1 girls and boys toilets,</p>	

<p>iii Are the WC's clean and clear of obstructions?</p>				<p>New door signs with braille affixed to all other WCs.</p>	
<p>iv Are there outward opening doors on disabled WC's? a significant proportion of people with autism have learning disabilities and suffer from epilepsy.</p>	✓			<p>ACTION ITEM - Feb 26 Refresh Smiley faces on outward opening doors and remind staff what they are for in next training due Autumn term 2026.</p>	<p>By end of Summer term 2025 - LS</p>
<p>v Can the WC lock can be opened from the outside in case of emergency?</p>	✓				
<p>vi Are toilet seats of a contrasting colour to the walls and rest of the toilet?</p>	✓			<p>ACTION ITEM - Feb 26 Revisit whether any wc doors can be reversed so that they are outward opening. This is needed for junior girls wc, boys wc, Year 1 wcs, Year R wc's.</p>	
<p>vii Is the sink easy to reach and are taps easy turn or sensor activated?</p>	✓				<p>By end of Summer term 2026 - LS</p>
<p>viii Is the toilet flushing mechanism easy to use?</p>	✓				
<p><u>Safety Considerations</u></p>					
<p>i Do health and safety assessments identify hot water safety fittings to moderate water temperature?</p>	✓				
<p>ii Do health and safety assessments identify any exposed sharp edges and/or corners that require covering?</p>	✓				
<p><u>Seating</u></p>					
<p>i In larger premises - do you have seating area, especially in areas where people are waiting? Is there space for a wheelchair user to pull up alongside a seated companion?</p>	✓				
<p>ii Does seating look like seating? People with learning</p>	✓				

disabilities and autism will find this easier - so for example a wooden bench would be preferable to an abstract metal Z-shaped bench.	✓					
	✓					
B. Management or Training considerations						
i Are your staff trained to respond to and deal with calls for help raised from the assistance alarm in WC?	✓				Completed. Test alarms annually	
<u>Emergency Procedures</u>						
i Are ground floor exit and entrance routes accessible to all, including wheelchair users?	✓					
Ii Are exit routes free from obstructions?	✓					
Iii If some disabled people cannot completely evacuate the building, can they reach places of safety or refuges?				✓	No internal refuges but Evac chair will be deployed	
Iv Are fire exits clearly signposted?	✓					
V Do you have an Evac Chair / Mat on the premises?				✓	Evac chair suitable for children and adults purchased in Spring term 2021 and located in the main hall.	
Vi Is your audible alarm system in good working order?	✓					
Vii Is your visual alarm system in good working order?	✓					

Management and Training considerations						
<p>Do all disabled employees have a Personal Emergency Egress Plan (PEEP)?</p> <p>Are staff trained to direct and assist disabled people in the case of emergency i.e. fire? Do staff know where the fire exits are and can staff use an Evac chair?</p>	✓	✓			<p>When appropriate</p> <p>Staff advised about Evac chair and how to use it during training in Spring term 2021.</p> <p>Refresher staff training completed in Summer 2023</p> <p>Refresher staff training completed Sept 2025</p> <p>Next training due Autumn term 2026</p>	<p>Autumn term 2026 - RS</p>

MAIN SCHOOL BUILDING

<p>Please answer all the questions in this audit. 1 = yes - completely, 2 = almost - working towards meeting the guidance, 3 = partially, 4 = not yet considered.</p>						
4a GENERAL	1	2	3	4	Comments	Target date for completion of action items

16 Are pathways and routes logical and well signed? (both internal & external)		✓			<p>RECURRING ACTION ITEM In September each year check maps are in place at all suitable points around school and replace as necessary</p>	<p>Next review due September 2026 LS</p>
17 Do you have emergency and evacuation procedures to alert ALL pupils?	✓				<p>Emergency alarms have flashing lights as well as sirens.</p>	
18 Is appropriate furniture & equipment provided to meet the needs of individual pupils?	✓				<p>FUTURE REVIEW Review prior to pupils/adults with specific additional needs joining the school.</p>	
19 Do furniture layouts allow easy movement for pupils with disabilities?	✓				<p>FUTURE REVIEW Review prior to pupils/adults with specific additional needs joining the school.</p> <p>Tape added to classroom for visually impaired pupil;</p>	

20 Are quiet rooms/calming rooms available to children who need this facility?	✓				<p>Use empty/ spare rooms/ spaces around the school as necessary. Pupils also have tents/pods within classrooms as quiet spaces. Some also have individual work stations with screens as needed.</p> <p>FUTURE REVIEW. Review if pupil with specific additional needs joins the school.</p> <p>Tranquility Cove is now available for children to calm down</p>	
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4b GETTING TO THE BUILDING	1	2	3	4	Comments	Target date for completion of action items
21 Are car park spaces reserved for disabled people near the main entrance? Is it clear these spaces are not for use by non-disabled people?	✓				1 disabled space at present	
22 Are there any barriers to easy movement around the site and to the main entrance?		✓			FUTURE REVIEW. Keep under review in case it becomes an issue in the future for any disabled pupils.	
23 Are steps needed for access to the main entrance?					No	
26 Is there a continuous handrail on each ramp and stair flight and landing to the main entrance?					N/A	
27 Is it possible for a wheelchair user to get through the principal door unaided?	✓					

28 If no, is an alternative wheelchair accessible entrance provided?					N/A	
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4c INTERNAL FACILITIES	1	2	3	4	Comments	Target date for completion of action items
29 If there is a lobby at the principal entrance, is it possible for a wheelchair user to negotiate the doors?	✓					
30 Do all internal doors allow a wheelchair user to get through unaided?			✓		<p>All internal doors replaced in Autumn term 2022</p> <p>FUTURE REVIEW. Internal doors are correct dimensions to allow wheelchair access, but not "unaided". They are all opened and closed manually apart from door from reception lobby into school. This is for safety reasons. Would need to consider whether automatic doors are necessary to accommodate future pupils/staff in wheelchairs. Door stops in the corridors to allow access for a child with a walker.</p>	
31 Do all the corridors have a clear unobstructed width of 1.2m?		✓			<p>FUTURE REVIEW. Entrance corridor to Robins (formerly Penguins/KF/) classroom is 73cm wide and doorways are also tight for wheelchair users.</p>	
32 Does the building have a wheelchair accessible toilet	✓				Yes but currently only 1 toilet for use by adults and children.	

				<p>Step now in place to enable pupils to use accessible toilet if needed.</p> <p>FUTURE REVIEW Door of disabled toilet now opens outwards</p> <p>Smiley faces are attached to opening doors and staff advised what they are for in staff training in Spring term 2021. Refresher staff training completed Sept 2025</p> <p>Next training due Autumn term 2026 (see above)</p> <p>ACTION ITEM - Feb 26 Revisit whether any wc doors can be reversed so that they are outward opening. This is needed for junior girls wc, boys wc, Year 1 wcs, Year R wc's (see above).</p> <p>Boys and girls junior toilets do not have a WC with an outward opening door. Therefore disabled WC in main corridor would need to be used by pupil in wheelchair.</p>	
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33 Does the building have accessible changing rooms/shower facilities?				✓	No dedicated changing/shower rooms at present. Current arrangements are satisfactory.	
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4d VERTICAL MOVEMENT						
34 How many storeys in the building? Tick appropriate box: a = single storey throughout b = single storey with some split level parts c = single storey with some 2/3 storey parts d = mainly 2 or 3 storey	a	b	c	D		
	1	2	3	4	Comments	Target date for completion of action items
35 If the building is on more than one level, do the internal steps/stairs have contrast colour edgings?	✓				<p>Contrasting edging strips in place on main staircases</p> <p>FUTURE REVIEW if need arises Review steps between Y4 WP (formerly Y3 Owls) and Y4 KF (formerly Y5 Puffins) - consider adding hand grip by steps. There is alternative access to both classrooms.</p> <p>Contrasting edging strips now on steps up to the stage in the hall in place.</p> <p>From Jan 2023, exit from corridor by junior boys toilets no longer used by pupils. Surrey padlock key affixed to resource storage area entrance from the main playground.</p>	

36 Is there a continuous handrail on each internal stair flight and landing?	✓				
37 Does the building have a lift that can be used by wheelchair users?			✓	No lift at present	
38 Do you have any other sort of mechanical means provided to move between floors? If yes, please state _____			✓	<p>Not at present</p> <p>FUTURE REVIEW For adult in wheelchair there is no access to the staff room or meeting rooms. Alternative rooms on the ground floor could be used eg. Cookery Room for staff room (although this might be quite isolating for member of staff) or Deputy Head's room for meetings.</p> <p>No current access onto the stage in the main hall for adults/children in wheelchairs. For productions etc. they can be accommodated on the hall floor area in front of the stage. FUTURE REVIEW if need arises.</p>	
39 Is it possible for a wheelchair user to use all the fire exits from areas to which they have access?	✓			<p>Yes on the ground floor - but not unaided.</p> <p>Double-check access to playground through Robins (formerly Penguins) classroom door for a wheelchair user. Is it compliant with applicable health & safety recommendations? FUTURE REVIEW if need arises.</p>	

				<p>BB classroom needs a proper ramp and handrails fitted for access to play area/ fire exit if used by a pupil in a wheelchair. FUTURE REVIEW if need arises.</p> <p>Internal thresholds in BB classroom filled in Autumn term 2024 to accommodate pupil with impaired mobility</p> <p>CP classroom needs a proper ramp and handrails fitted for access to play area/ fire exit if used by a pupil in a wheelchair. FUTURE REVIEW if need arises</p> <p>Fire door exits from hall need to be checked. There is no ramp out to the playground from the hall. Portable ramp procured and kept in store room</p> <p>Staff reminded about use of ramp within school during training in Spring term 2021.</p> <p>Refresher staff training completed Sept 2025</p>	
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					<p>Next training due Autumn term 2026 (see above) .</p> <p>Check that the lip by the hall fire door out to the car park area can be negotiated by a wheelchair. FUTURE REVIEW if need arises</p> <p>The ramps from the fire doors that lead onto the playground beside the corridor access to Penguins class and from Curiosity Corner (formerly the library) have now been upgraded and are compliant.</p> <p>Hand rails now installed to main upgraded ramps.</p>	
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4e SENSORY IMPAIRMENT	1	2	3	4		Target date for completion of action items
40 Are visual and non-visual guides used to assist people to use the buildings?		✓			<p>No non-visual guides.</p> <p>Re: visual guides: Door from playground to Hawks class could have "Push/pull to open" signs added. completed July 2018</p>	

				Review if additional signs are needed with directions for children as well as labelling toilets, classrooms etc. Completed July 2018 decal "push" and "pull" decal signs affixed to doors where needed.	
41 Could any of the décor be confusing or disorientating for pupils with disabilities?	✓			Not at present	
42 Is a hearing induction loop available (either fixed or portable) in the school?			✓	No	
43 Does the building have a "Soundfield" sound reinforcement system?			✓	No	
44 If there is a "Soundfield" system, in what area?				N/A	
45 Do emergency alarm systems cater for those with hearing impairment? (e.g. flashing light)	✓			Every other one has a strobe light	

Section 4:

IS YOUR SCHOOL DESIGNED TO BE ACCESSIBLE AND MEET THE NEEDS OF ALL PUPILS?

(please complete a copy of Section 4 for the main school and each detached building - including each temporary building, playing field and hard surfaced area)

YEAR 6 BUILDING

<i>Please answer all the questions in this audit. 1 = yes - completely, 2 = almost - working towards meeting the guidance, 3 = partially, 4 = not yet considered.</i>						
4a GENERAL	1	2	3	4	Comments	Target date for completion of action items
16 Are pathways and routes logical and well signed? <i>(both internal & external)</i>	✓					
17 Do you have emergency and evacuation procedures to alert ALL pupils?	✓					
18 Is appropriate furniture & equipment provided to meet the needs of individual pupils?	✓					
19 Do furniture layouts allow easy movement for pupils with disabilities?	✓					
20 Are quiet rooms/calming rooms available to children who need this facility?			✓		Children can be taken into corridor area outside of Y6 classrooms. Some also have individual work stations with screens as needed. Children are able to use Tranquility Cove in the main school building.	

4b GETTING TO THE BUILDING	1	2	3	4	Comments	Target date for completion of action items
21 Are car park spaces reserved for disabled people near the main entrance?					N/A	
22 Are there any barriers to easy movement around the site and to the main entrance?	✓				No - ramp entry into one side of the building Feb 2023: Metal barrier at corner of Year 6 block next to Pod entry reviewed and decided to retain it at present.	
23 Are steps needed for access to the main entrance?	✓				No	
24 Do all those steps have a contrasting colour edging?		✓			ACTION ITEM Feb 26 Refresh yellow paint on pavement edges outside Y6 6 block and opposite pod (by Character wall)	By end of Summer break 2026 - LS
25 If there are steps, is a ramp provided to access the main entrance?	✓					
26 Is there a continuous handrail on each ramp and stair flight and landing to the main entrance?					N/A - ramp is flat.	
27 Is it possible for a wheelchair user to get through the principal door unaided?				✓	Width of door is sufficient but door open manually and are not automatic for safety reasons. Therefore wheelchair user would need assistance.	
28 If no, is an alternative wheelchair accessible entrance provided?				✓	All access doors are opened manually.	

4c INTERNAL FACILITIES	1	2	3	4	Comments	Target date for completion of action items
29 If there is a lobby at the principal entrance, is it possible for a wheelchair user to negotiate the doors?					N/A	
30 Do all internal doors allow a wheelchair user to get through unaided?					All internal doors are manually operated.	
31 Do all the corridors have a clear unobstructed width of 1.2m?	✓					
32 Does the building have a wheelchair accessible toilet	✓				NB: single disabled WC for use by children and adults. braille sign for Year 6 accessible toilet in place	
33 Does the building have accessible changing rooms/shower facilities?				✓	No	

4d VERTICAL MOVEMENT					Target date for completion of action items	
34 How many storeys in the building? Tick appropriate box: <i>a = single storey throughout b = single storey with some split level parts c = single storey with some 2/3 storey parts d = mainly 2 or 3 storey</i>	A	b	c	d		
	✓					
	1	2	3	4	Comments	
35 If the building is on more than one level, do the internal steps/stairs have contrast colour edgings?					N/A	

36 Is there a continuous handrail on each internal stair flight and landing?					N/A	
37 Does the building have a lift that can be used by wheelchair users?					No	
38 Do you have any other sort of mechanical means provided to move between floors?					No	
39 Is it possible for a wheelchair user to use all the fire exits from areas to which they have access?	✓				FUTURE REVIEW : Yes but not unaided.	

4e SENSORY IMPAIRMENT	1	2	3	4		Target date for completion of action items
40 Are visual and non-visual guides used to assist people to use the buildings?		✓			No non-visual guides Re: visual guides: Disabled toilet marked ACTION ITEM - Feb 26 In girls and boys wc's replace the Smiley Face marker on the outward opening doors (see above)	By end of Summer term 2025 - LS
41 Could any of the décor be confusing or disorientating for pupils with disabilities?		✓			Ongoing regular review that all door signs are still in place and renew as necessary .	
42 Is a hearing induction loop available (either fixed or portable) in the school?					No	
43 Does the building have a "Soundfield" sound reinforcement system?					No	

44 If there is a "Soundfield" system, in what area?				N/A	
45 Do emergency alarm systems cater for those with hearing impairment? (e.g. flashing light)	✓			Flashing lights.	

Section 4:

IS YOUR SCHOOL DESIGNED TO BE ACCESSIBLE AND MEET THE NEEDS OF ALL PUPILS?

(please complete a copy of Section 4 for the main school and each detached building - including each temporary building, playing field and hard surfaced area)

POD - NEW BUILDING COMPLETED SINCE INITIAL AUDIT - REVIEWED NOVEMBER 2017 AUDIT ONWARDS.

Please answer all the questions in this audit. 1= yes - completely, 2 = almost - working towards meeting the guidance, 3 = partially, 4 = not yet considered.

4a GENERAL	1	2	3	4	Comments	Target date for completion of action items
16 Are pathways and routes logical and well signed? (both internal & external)	✓				Ongoing regular review that all door signs are still in place and renew as necessary .	
17 Do you have emergency and evacuation procedures to alert ALL pupils?	✓					
18 Is appropriate furniture & equipment provided to meet the needs of individual pupils?	✓					
19 Do furniture layouts allow easy movement for pupils with disabilities?	✓					
20 Are quiet rooms/calming rooms available to children who need this facility?			✓		No designated rooms, but children can be taken into separate area of Pod if needed as space is flexible. Children are able to use Tranquility Cove room in the main school building.	

4b GETTING TO THE BUILDING	1	2	3	4	Comments	Target date for completion of action items
21 Are car park spaces reserved for disabled people near the main entrance?					N/A	
22 Are there any barriers to easy movement around the site and to the main entrance?	✓				No - ramp entry into building	
23 Are steps needed for access to the main entrance?	✓				No	
24 Do all those steps have a contrasting colour edging?			✓		N/A - Access by ramp only.	
25 If there are steps, is a ramp provided to access the main entrance?	✓					
26 Is there a continuous handrail on each ramp and stair flight and landing to the main entrance?	✓				.	
27 Is it possible for a wheelchair user to get through the principal door unaided?				✓	Width of door is sufficient but door open manually and are not automatic for safety reasons. Therefore wheelchair user would need assistance.	
28 If no, is an alternative wheelchair accessible entrance provided?				✓	All access doors are opened manually.	

4c INTERNAL FACILITIES	1	2	3	4	Comments	Target date for completion of action items
29 If there is a lobby at the principal entrance, is it possible for a wheelchair user to negotiate the doors?					N/A	
30 Do all internal doors allow a wheelchair user to get through unaided?					All internal doors are manually operated.	
31 Do all the corridors have a clear unobstructed width of 1.2m?	✓					

32 Does the building have a wheelchair accessible toilet	✓				NB: single disabled WC for use by children and adults. There is a step in the wc to enable pupils to use this toilet.	
33 Does the building have accessible changing rooms/shower facilities?				✓	No	

4d VERTICAL MOVEMENT						Target date for completion of action items
34 How many storeys in the building? Tick appropriate box: a = single storey throughout b = single storey with some split level parts c = single storey with some 2/3 storey parts d = mainly 2 or 3 storey	A	b	c	d		
	✓					
	1	2	3	4	Comments	
35 If the building is on more than one level, do the internal steps/stairs have contrast colour edgings?					N/A	
36 Is there a continuous handrail on each internal stair flight and landing?					N/A	
37 Does the building have a lift that can be used by wheelchair users?					No	
38 Do you have any other sort of mechanical means provided to move between floors?					No	
39 Is it possible for a wheelchair user to use all the fire exits from areas to which they have access?	✓				FUTURE REVIEW : Yes but not unaided.	

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4e SENSORY IMPAIRMENT	1	2	3	4		Target date for completion of action items
40 Are visual and non-visual guides used to assist people to use the buildings?		✓			No non-visual guides Re: visual guides: Ongoing regular review that all door signs are still in place and renew as necessary . ACTION ITEM Feb 26 Purchase and affix braille sign for Pod kitchen	By end of Easter break 2026 - LS
41 Could any of the décor be confusing or disorientating for pupils with disabilities?	✓					
42 Is a hearing induction loop available (either fixed or portable) in the school?					No	
43 Does the building have a "Soundfield" sound reinforcement system?					No	
44 If there is a "Soundfield" system, in what area?					N/A	
45 Do emergency alarm systems cater for those with hearing impairment? (e.g. flashing light)					Alarm with flashing lights Fitted and checked Dec 2018.	

Section 4:

IS YOUR SCHOOL DESIGNED TO BE ACCESSIBLE AND MEET THE NEEDS OF ALL PUPILS?

(please complete a copy of Section 4 for the main school and each detached building - including each temporary building, playing field and hard surfaced area)

NAME OF AREA : CENTRAL PLAYGROUND

Please answer all the questions in this audit. 1 = yes - completely, 2 = almost - working towards meeting the guidance, 3 = partially, 4 = not yet considered.

4a GENERAL	1	2	3	4	Comments	Target date for completion of action items
16 Are pathways and routes logical and well signed? (both internal & external)	✓					
17 Do you have emergency and evacuation procedures to alert ALL pupils?	✓					
18 Is appropriate equipment provided to meet the needs of individual pupils?	✓					
19 Do equipment layouts allow easy movement for pupils with disabilities?	✓					

4b GETTING TO THE AREA	1	2	3	4	Comments	Target date for completion of action items
22 Are there any barriers to easy movement around the area?					No	

23 Are steps needed for access to the area?		✓			No. One step down from corridor beside boys toilets and hall but alternative routes available.	
27 Is it possible for a wheelchair user to get through the principal access door unaided?		✓			Yes but not unaided. FUTURE REVIEW: Review access arrangements	
28 If no, is an alternative wheelchair accessible entrance provided?					FUTURE REVIEW: Review access arrangements	

4d VERTICAL MOVEMENT						Target date for completion of action items
39 Is it possible for a wheelchair user to use all the fire exits from areas to which they have access?		✓			Yes but not unaided. FUTURE REVIEW: Review access arrangements via fire exits.	

4e SENSORY IMPAIRMENT	1	2	3	4		Target date for completion of action items
40 Are visual and non-visual guides used to assist people to use the area?					No non-visual guides Re: visual guides: see below.	
41 Could any of the décor be confusing or disorientating for pupils with disabilities?		✓			Additional contrasting coloured paint to be applied to playground equipment to assist those with impaired vision identify equipment. Completed - Nov 2018 Contrasting zebra tape now affixed to the top of the 2 table tennis tables	

				<p>No markings to be placed on the ground as the tables are often moved.</p> <p>FUTURE REVIEW</p> <p>Refresh contrasting paint on all the playground equipment when necessary - if adult or child joins with visual impairment</p> <p>yellow strip added on exit threshold from hall into playground</p> <p>Yellow strips on external rear steps to Pen (formerly KF/ Robins) are plastic and therefore permanent.</p>	
<p>45 Do emergency alarm systems cater for those with hearing impairment? (e.g. flashing light)</p>	<p>✓</p>			<p>Emergency alarms have flashing lights as well as sirens.</p>	

Section 4:

IS YOUR SCHOOL DESIGNED TO BE ACCESSIBLE AND MEET THE NEEDS OF ALL PUPILS?

(please complete a copy of Section 4 for the main school and each detached building - including each temporary building, playing field and hard surfaced area)

NAME OF AREA : YEAR 6 PLAY/PICNIC AREA

Please answer all the questions in this audit. 1= yes - completely, 2 = almost - working towards meeting the guidance, 3 = partially, 4 = not yet considered.

4a GENERAL	1	2	3	4	Comments	Target date for completion of action items
<p>16 Are pathways and routes logical and well signed? (both internal & external)</p>		✓			<p>Review if it would be helpful to use more location maps. Maps are in key areas. Completed July 2018</p> <p>Ongoing review to check maps and door signs etc. are in place and renew when necessary</p>	
<p>17 Do you have emergency and evacuation procedures to alert ALL pupils?</p>	✓					
<p>18 Is appropriate equipment provided to meet the needs of individual pupils?</p>	✓				<p>Spongy nature of flooring in area could raise issues for those with mobility problems. Flooring changed - Nov '18</p> <p>play area surface beside year 6 block. Replaced in 2025.</p>	

19 Do equipment layouts allow easy movement for pupils with disabilities?		✓			Contrasting colour needs to be added to equipment and picnic tables to assist those with visual impairment identify obstacles. Completed - Nov 2018 FUTURE REVIEW Refresh contrasting paint on all the playground equipment when necessary - if adult or child joins with visual impairment	
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4b GETTING TO THE AREA	1	2	3	4	Comments	Target date for completion of action items
22 Are there any barriers to easy movement around the area?					No	
23 Are steps needed for access to the area?					No	
27 Is it possible for a wheelchair user to get through the principal access door unaided?	✓				Direct access from playground	
28 If no, is an alternative wheelchair accessible entrance provided?					Direct access from playground	

4e SENSORY IMPAIRMENT	1	2	3	4		Target date for completion of action items
40 Are visual and non-visual guides used to assist people to use the area?			✓		No non-visual guides No visual guides	
41 Could any of the décor be confusing or disorientating for pupils with disabilities?			✓		See action above re: contrasting colours on equipment.	

45 Do emergency alarm systems cater for those with hearing impairment? (e.g. flashing light)	✓					
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Section 4:

IS YOUR SCHOOL DESIGNED TO BE ACCESSIBLE AND MEET THE NEEDS OF ALL PUPILS?

(please complete a copy of Section 4 for the main school and each detached building - including each temporary building, playing field and hard surfaced area)

NAME OF AREA : TOP FIELD

Please answer all the questions in this audit. 1 = yes - completely, 2 = almost - working towards meeting the guidance, 3 = partially, 4 = not yet considered.

4a GENERAL	1	2	3	4	Comments	Target date for completion of action items
<p>16 Are pathways and routes logical and well signed? (both internal & external)</p>		✓			<p>Additional signs would be helpful Reviewed Nov 2017 Allocate resource to prepare internally</p> <p>Ongoing regular review and add signs as necessary</p>	
<p>17 Do you have emergency and evacuation procedures to alert ALL pupils?</p>		✓			<p>Check that staff are aware of fire/emergency/lockdown procedures for children and staff located in top field.</p> <p>Padlock key and walkie talkies/mobile phone to be taken to all lessons in the top field. Walkie talkies/mobile phone to be used to communicate with top field in an emergency.</p> <p>Reviewed Nov 2017 All action carried out following initial review. COMPLETED</p>	

					Staff regularly reminded to use walkie talkies in top field and keep them accessible and also when using Wild Life Garden. Additional walkie talkies purchased in Autumn term 2021. Further walkie talkies purchased in Summer 2022.	
					Further walkie talkies purchased in Autumn term 2023	
18 Is appropriate equipment provided to meet the needs of individual pupils?	✓				FUTURE REVIEW. Review if pupil with specific additional needs joins the school.	
19 Do equipment layouts allow easy movement for pupils with disabilities?	✓				FUTURE REVIEW. Review if pupil with specific additional needs joins the school.	

4b GETTING TO THE AREA	1	2	3	4	Comments	Target date for completion of action items
22 Are there any barriers to easy movement around the area?					No. Grass access difficult for wheelchair user to negotiate unaided.	
23 Are steps needed for access to the area?					No	
27 Is it possible for a wheelchair user to get through the principal access door unaided?					N/A	
28 If no, is an alternative wheelchair accessible entrance provided?					No / No	

4e SENSORY IMPAIRMENT	1	2	3	4		
40 Are visual and non-visual guides used to assist people to use the area?					<p>No non-visual guides ACTION: Review whether Location maps and more signs might be useful. Completed July 2018</p> <p>Ongoing regular review to check maps and door signs etc. are in place and replace when necessary.</p>	
41 Could any of the décor be confusing or disorientating for pupils with disabilities?						
45 Do emergency alarm systems cater for those with hearing impairment? (e.g. flashing light)					<p>See comments and action under point 17 above. Additional outdoor sounder and visual beacon now installed</p>	

Section 4:

IS YOUR SCHOOL DESIGNED TO BE ACCESSIBLE AND MEET THE NEEDS OF ALL PUPILS?

(please complete a copy of Section 4 for the main school and each detached building - including each temporary building, playing field and hard surfaced area)

NAME OF AREA : BB CLASS PLAYGROUND

<i>Please answer all the questions in this audit. 1 = yes - completely, 2 = almost - working towards meeting the guidance, 3 = partially, 4 = not yet considered.</i>						
4a GENERAL	1	2	3	4	Comments	Target date for completion of action items
16 Are pathways and routes logical and well signed? (both internal & external)	✓					
17 Do you have emergency and evacuation procedures to alert ALL pupils?	✓					
18 Is appropriate equipment provided to meet the needs of individual pupils?	✓					
19 Do equipment layouts allow easy movement for pupils with disabilities?	✓				<p>FUTURE REVIEW Current layout would have to be revised for a wheelchair user.</p> <p>FUTURE REVIEW: Proper ramp into playground and handrail would be needed for wheelchair user or child with mobility impairment.</p>	

4b GETTING TO THE AREA	1	2	3	4	Comments	Target date for completion of action items
22 Are there any barriers to easy movement around the area?					<p>FUTURE REVIEW: Current layout would have to be revised for a wheelchair user.</p> <p>FUTURE REVIEW: proper ramp into playground and handrail would be needed for wheelchair user or child with mobility impairment.</p>	
23 Are steps needed for access to the area?					No	
24 Do all those steps have a contrasting colour edging?					N/A	
25 If there are steps, is a ramp provided to access the area?					N/A	
26 Is there a continuous handrail on each ramp and stair flight?					N/A	
27 Is it possible for a wheelchair user to get through the principal access door unaided?					<p>Assistance would currently be needed.</p> <p>FUTURE REVIEW: Current layout would have to be revised for a wheelchair user.</p> <p>FUTURE REVIEW: Proper ramp into playground and handrail would be needed for wheelchair user or child with mobility impairment.</p>	
28 If no, is an alternative wheelchair accessible entrance provided?					Access via main playground.	

4e SENSORY IMPAIRMENT	1	2	3	4		Target date for completion of action items
40 Are visual and non-visual guides used to assist people to use the area?					No non-visual guides No specific visual guides:	
41 Could any of the décor be confusing or disorientating for pupils with disabilities?					No. Review according to additional needs	
45 Do emergency alarm systems cater for those with hearing impairment? (e.g. flashing light)	✓					

Section 4:

IS YOUR SCHOOL DESIGNED TO BE ACCESSIBLE AND MEET THE NEEDS OF ALL PUPILS?

(please complete a copy of Section 4 for the main school and each detached building - including each temporary building, playing field and hard surfaced area)

NAME OF AREA : BF CLASS PLAYGROUND

Please answer all the questions in this audit. 1= yes - completely, 2 = almost - working towards meeting the guidance, 3 = partially, 4 = not yet considered.

4a GENERAL	1	2	3	4	Comments	Target date for completion of action items
16 Are pathways and routes logical and well signed? (both internal & external)	✓					
17 Do you have emergency and evacuation procedures to alert ALL pupils?	✓					
18 Is appropriate equipment provided to meet the needs of individual pupils?	✓				FUTURE REVIEW Review according to additional needs	
19 Do equipment layouts allow easy movement for pupils with disabilities?	✓				FUTURE REVIEW Review according to additional needs.	

4b GETTING TO THE AREA	1	2	3	4	Comments	Target date for completion of action items
22 Are there any barriers to easy movement around the area?					FUTURE REVIEW: Check small lip at top of ramp into playground can be negotiated by wheelchair.	

23 Are steps needed for access to the area?					No	
27 Is it possible for a wheelchair user to get through the principal access door unaided?					Yes but not unaided. Check small lip at top of ramp into playground can be negotiated by wheelchair.	
28 If no, is an alternative wheelchair accessible entrance provided?					No	

4e SENSORY IMPAIRMENT	1	2	3	4		Target date for completion of action items
40 Are visual and non-visual guides used to assist people to use the area?					No non-visual guides Re: visual guides: FUTURE REVIEW: Consider adding colour stickers to posts to help identify them. FUTURE REVIEW: Consider padding base of posts to protect wheelchair users or those with mobility problems or visual impairment	
41 Could any of the décor be confusing or disorientating for pupils with disabilities?					No. FUTURE REVIEW: Review according to additional needs	
45 Do emergency alarm systems cater for those with hearing impairment? (e.g. flashing light)	✓					

Section 4:**IS YOUR SCHOOL DESIGNED TO BE ACCESSIBLE AND MEET THE NEEDS OF ALL PUPILS?**

(please complete a copy of Section 4 for the main school and each detached building - including each temporary building, playing field and hard surfaced area)

NAME OF AREA : NEWLY PURPOSED CALM CORNER outside Caterpillars Class (formerly Swans) . NB: Playground area converted into a quiet/calm area in January 2022. Now accessed via main playground.

Please answer all the questions in this audit. 1= yes - completely, 2 = almost - working towards meeting the guidance, 3 = partially, 4 = not yet considered.

4a GENERAL	1	2	3	4	Comments	Target date for completion of action items
16 Are pathways and routes logical and well signed? (both internal & external)	✓					
17 Do you have emergency and evacuation procedures to alert ALL pupils?	✓					
18 Is appropriate equipment provided to meet the needs of individual pupils?	✓					
19 Do equipment layouts allow easy movement for pupils with disabilities?	✓					

4b GETTING TO THE AREA	1	2	3	4	Comments	Target date for completion of action items
22 Are there any barriers to easy movement around the area?	✓					
23 Are steps needed for access to the area?					No	
24 Do all those steps have a contrasting colour edging?					N/A	

25 If there are steps, is a ramp provided to access the area?					N/A	
26 Is there a continuous handrail on each ramp and stair flight?					N/A	
27 Is it possible for a wheelchair user to get through the principal access door unaided?	✓				Access is via main playground.	
28 If no, is an alternative wheelchair accessible entrance provided?					Access via main playground.	

4e SENSORY IMPAIRMENT	1	2	3	4		Target date for completion of action items
40 Are visual and non-visual guides used to assist people to use the area?					No non-visual guides No: visual guides:	
41 Could any of the décor be confusing or disorientating for pupils with disabilities?					Feb 2023: No contrast paint required on equipment in the Calm Corner.	
45 Do emergency alarm systems cater for those with hearing impairment? (e.g. flashing light)	✓					

NAME OF AREA : WILD LIFE GARDEN & CLASSROOM (ZEN DEN)- NEWLY REFURBISHED AND COMPLETED AREA AT TIME OF NOVEMBER 2017 REVIEW ONWARDS FOR GARDEN & JANUARY 2022 REVIEW FOR ZEN DEN

Please answer all the questions in this audit. 1= yes - completely, 2 = almost - working towards meeting the guidance, 3 = partially, 4 = not yet considered.						
4a GENERAL	1	2	3	4	Comments	Target date for completion of action items
16 Are pathways and routes logical and well signed? (both internal & external)		✓			Additional signs would be helpful ACTION ITEM Feb 26 Purchase and affix braille sign for Zen Den	By end of Easter break 2026 - LS
17 Do you have emergency and evacuation procedures to alert ALL pupils?	✓				Check whether alarms can be heard from Wild Garden / classroom End of Autumn Term 2018 - RK Beacon and sounder being installed outside Y6 block - Completed Nov 2018 Alarm checks (both fire and Lockdown alarms) carried out as part of general alarm testing. All staff using the Wildlife Garden and the Zen Den classroom must carry walkie talkies with them so that they can be contacted in the event of emergency. There is also a walkie talkie located in the Zen Den.	

				<p>Emergency procedures specify the action to be taken in respect of Wild Life Garden and Zen Den in the event of an emergency.</p> <p>ACTION ITEM - Feb 26 Install smoke alarm with long life battery in Zen Den.</p> <p>Feb 2023: No phone line currently required in Zen Den as all staff have walkie talkies and there is a further walkie-talkie in the Zen Den. Review if Zen Den becomes a more permanent base for staff.</p>	By end of March 2026 - LS
18 Is appropriate equipment provided to meet the needs of individual pupils?	✓			FUTURE REVIEW Current layout would have to be revised for a wheelchair user.	
19 Do equipment layouts allow easy movement for pupils with disabilities?	✓			FUTURE REVIEW Current layout would have to be reviewed and revised for a wheelchair user.	

4b GETTING TO THE AREA	1	2	3	4	Comments	Target date for completion of action items

22 Are there any barriers to easy movement around the area?		✓		<p>FUTURE REVIEW Current layout would have to be reviewed and revised for a wheelchair user.</p>	
23 Are steps needed for access to the area?	✓			<p>Only to the portable classroom. Consider use of portable ramp Complete - portable ramp available in store room (lightweight so can be taken if needed for a wheelchair user) - Nov '18</p> <p>Entrance gates replaced and upgraded in Spring/Summer term 2022. Coded locks installed on both entrances.</p> <p>The coded lock on the entrance to the Zen Den beside the Pod has been relocated lower down so that staff can use it more easily.</p> <p>Gate and fence posts to pond area now replaced and more secure. Current gate is too small to tolerate a Surrey padlock but has a standard lock and is in an area which would be supervised.</p>	
24 Do all those steps have a contrasting colour edging?		✓		<p>ACTION ITEM Feb 26 Steps to Zen Den need colour edgings</p>	<p>By end of Summer term 2026 - LS</p>
25 If there are steps, is a ramp provided to access the area?	✓			<p>FUTURE REVIEW Current layout would have to be revised for a</p>	

					wheelchair user. A portable ramp is available for use.	
26 Is there a continuous handrail on each ramp and stair flight?		✓			FUTURE REVIEW Current layout would have to be revised for a wheelchair user.	
27 Is it possible for a wheelchair user to get through the principal access door unaided?		✓			Assistance would currently be needed. FUTURE REVIEW Current layout would have to be revised for a wheelchair user.	
28 If no, is an alternative wheelchair accessible entrance provided?					No	

4e SENSORY IMPAIRMENT	1	2	3	4		Target date for completion of action items
40 Are visual and non-visual guides used to assist people to use the area?					No non-visual guides No specific visual guides:	
41 Could any of the décor be confusing or disorientating for pupils with disabilities?		✓			FUTURE REVIEW : Contrasting colour needs to be added to equipment and picnic tables to assist those with visual impairment identify obstacles. Feb 2024: Edges of fire pit platform in Garden now marked with 4 red benches. Feb 2023: No additional yellow strips required on top of green	

				padding for the canopy supports outside the Zen Den	
45 Do emergency alarm systems cater for those with hearing impairment? (e.g. flashing light)		✓		Children will always be accompanied by staff with walkie talkies, who will be alerted in the event of an emergency.	

NAME OF AREA : BOOK SHED- NEWLY COMPLETED NOVEMBER 2019 REVIEW ONWARDS

Please answer all the questions in this audit. 1 = yes - completely, 2 = almost - working towards meeting the guidance, 3 = partially, 4 = not yet considered.						
4a GENERAL	1	2	3	4	Comments	Target date for completion of action items
16 Are pathways and routes logical and well signed? (both internal & external)		✓			Check and add signage as necessary	
17 Do you have emergency and evacuation procedures to alert ALL pupils?	✓				ACTION ITEM Feb 26 Install smoke alarm with long life battery	By end of March 2026 - LS
18 Is appropriate equipment provided to meet the needs of individual pupils?	✓				FUTURE REVIEW Current layout would have to be revised for a wheelchair user.	
19 Do equipment layouts allow easy movement for pupils with disabilities?	✓				FUTURE REVIEW Current layout would have to be reviewed and revised for a wheelchair user. ACTION ITEM Feb 26 Review whether existing ramp can be used to allow access	By end of Easter break 2026 - LS

4b GETTING TO THE AREA	1	2	3	4	Comments	Target date for completion of action items
22 Are there any barriers to easy movement around the area?	✓				FUTURE REVIEW Current layout would have to be reviewed and revised for a wheelchair user.	
23 Are steps needed for access to the area?					No	

24 Do all those steps have a contrasting colour edging?					N/A	
25 If there are steps, is a ramp provided to access the area?					N/A	
26 Is there a continuous handrail on each ramp and stair flight?					N/A	
27 Is it possible for a wheelchair user to get through the principal access door unaided?					Assistance would currently be needed. FUTURE REVIEW Current layout would have to be revised for a wheelchair user.	
28 If no, is an alternative wheelchair accessible entrance provided?					No	

4e SENSORY IMPAIRMENT	1	2	3	4		Target date for completion of action items
40 Are visual and non-visual guides used to assist people to use the area?					No non-visual guides No specific visual guides.	
41 Could any of the décor be confusing or disorientating for pupils with disabilities?					No	
45 Do emergency alarm systems cater for those with hearing impairment? (e.g. flashing light)					Children will always be accompanied by staff with walkie talkies, who will be alerted in the event of an emergency.	