

**Ysgol Gymraeg Glan Ceubal Access Plan as at 2021**

**Access to the Physical Environment**

	<b>Targets</b>	<b>Strategies</b>	<b>Timescale</b>	<b>Responsibility</b>
<b>Short term</b>	<ul style="list-style-type: none"> <li>Ensure that any disabled pupils, adults and visitors can be safely evacuated as applicable</li> </ul>	<ul style="list-style-type: none"> <li>Put in place Personal Emergency Evacuation Plans for any disabled pupils, where and when necessary. Seek advice from LA if necessary.</li> </ul>	Immediately as it becomes necessary	Headteacher
	<ul style="list-style-type: none"> <li>Identify current access needs of staff, parents and pupils</li> </ul>	<ul style="list-style-type: none"> <li>As parents disclose they are disabled via enrolment form, follow up to identify any mobility issues</li> </ul>	As becomes necessary	Headteacher
<b>Medium term</b>	<ul style="list-style-type: none"> <li>Install Portable Induction Loop to be based in new reception area but available for use around school.</li> </ul>	<ul style="list-style-type: none"> <li>Purchase from online supplier and put up signs indicating their availability</li> </ul>	Before end of Summer 2023/ Beginning Autumn 2023	Headteacher

<b>Long term</b>	<ul style="list-style-type: none"> <li>Some work surfaces and counter tops are too high for wheelchair users or people of smaller stature</li> </ul>	<ul style="list-style-type: none"> <li>Counter top in staff room and home economics classroom to be amended so that at least part of it is height adjustable or at a height similar to the reception desk in main entrance</li> </ul>	Before end of 2025	Headteacher
	<ul style="list-style-type: none"> <li>Flashing beacons to be installed to assist people with visual impairments in case of fire</li> </ul>	<ul style="list-style-type: none"> <li>Specialist installer to be sought, costs identified and timescales approved jointly with LEA</li> </ul>	County to be informed and timescale to be advised based on their Access Strategy	Headteacher/LA

## Access to the Curriculum

	Targets	Strategies	Timescale	Responsibilities
<b>Short term</b>	<ul style="list-style-type: none"> <li>Ensure all staff are aware of any disabled pupils' curriculum access where applicable</li> </ul>	<ul style="list-style-type: none"> <li>Set up system for information to be shared with appropriate staff (including lunchtime supervisors) where applicable</li> </ul>	As and when necessary	Headteacher/ALNCo
		<ul style="list-style-type: none"> <li>Display information relating to individual pupils' needs in staff room</li> </ul>	As and when necessary	Headteacher/ALNCo
<b>Medium term</b>	<ul style="list-style-type: none"> <li>Ensure all IT software and resources are adapted for use by people with visual impairments</li> </ul>	<ul style="list-style-type: none"> <li>Audit all ALN ICT and other resources. Order further resources as necessary</li> <li>Run individual training sessions on use of ALN resources</li> </ul>	Audit – by end of Summer Term 2022 Resources and training – rolling programme to be completed by Summer Term 2023	SLT/ ALNCo
	<ul style="list-style-type: none"> <li>Curriculum Resources adapted for use by pupils</li> </ul>	<ul style="list-style-type: none"> <li>Run individual training sessions on use of SEN resources</li> </ul>	Annual review of resources required based on pupil needs	SLT/ALNCo
<b>Long term</b>	<ul style="list-style-type: none"> <li>Ensure all staff have refresher disability equality training.</li> </ul>	<ul style="list-style-type: none"> <li>Set up refresher INSET training for SLT/ all staff on Equality/ Disability</li> </ul>	Review by 2025	Headteacher/ALNCo
		<ul style="list-style-type: none"> <li>Ensure new staff access similar CPD courses</li> </ul>	Ongoing	Headteacher/ALNCo

**Access to Information**

	<b>Targets</b>	<b>Strategies</b>	<b>Timescale</b>	<b>Responsibilities</b>
<b>Short term</b>	<ul style="list-style-type: none"> <li>Review information to parents/carers to ensure it is accessible</li> </ul>	<ul style="list-style-type: none"> <li>Produce newsletter in alternative formats e.g. large print, Braille, audio according to need</li> </ul>	According to need	Headteacher
	<ul style="list-style-type: none"> <li>Inclusive discussion of access to information in all annual reviews</li> </ul>	<ul style="list-style-type: none"> <li>Consult with parents/carers and children about access to information and preferred formats in all reviews</li> <li>Develop strategies to meet needs</li> </ul>	As and when necessary  As and when necessary	ALNCo  ALNCo
<b>Medium term</b>	<ul style="list-style-type: none"> <li>Heighten awareness of mainstream staff in relation to strategies and procedures employed by speech therapists for SLCD pupils</li> </ul>	<ul style="list-style-type: none"> <li>Provide training in relation to SLCD issues, for all staff</li> </ul>	As necessary	Speech therapist/ LA SLCD Team
<b>Long term</b>				