

# COGNITA

## Accessibility Plan

September 2024



MEONCROSS  
SCHOOL

Date Policy Reviewed	Policy Reviewed by	Reason/ Outcome	Next Review Due
August 2020	Angie Isaac	Plan implemented	Summer 2021
17 June 2021	Angie Isaac	Updated to reflect dates/ actions needed as per request of ISI	Summer 2021
Sept 2021	Angie Isaac	Reviewed for new academic year	Summer 2022
Sept 2022	Angie Isaac	Reviewed for new academic year	New plan / review for Sept 2023
Sept 2023	Corinna Reilly	Reviewed for new academic year	New Plan / review for Sept 2024
Sept 2024	Angie Isaac	Reviewed for new academic year	New plan/ review for Sept 2025

### 1 Introduction

- 1.1. The document outlines our Accessibility Plan as required by the Equality Act 2010. The Act makes it unlawful for Cognita, which is the responsible body of a school, to discriminate against, harass, or victimise a pupil or potential pupil or staff in relation to:
- admissions;
  - the way we provide education for pupils;
  - the way we provide pupils access to any benefit, facility or service; □ by excluding any pupil or subjecting them to any other detriment.
- 1.1 The Act outlines some protected characteristics (below) and we pay due regard to these:
- Sex
  - Race
  - Disability
  - Religion or belief
  - Sexual orientation
  - Gender reassignment
  - Pregnancy or maternity
- 1.2 This plan fulfils the requirements of the Independent School Standards.

### 2 Purpose

- 2.1 This Accessibility Plan outlines how we ensure that we are working to remove barriers to learning and access in our school. The plan is reviewed every three years.
- 2.2 The school aims to treat all its pupils, staff and visitors fairly and with respect. This involves providing access and opportunities for all pupils without discrimination of any kind
- 2.3 The school ensure all staff are trained in understanding equality and disability issues in line with the Equality Act 2010

### 3 Reasonable Adjustments

- 3.1 We aim to ensure that nothing we do as a school places a disabled pupil at a disadvantage compared to other pupils. However, where we have to do so, we make sure that we take reasonable steps to try and avoid that disadvantage.
- 3.2 When it is reasonable to do so, we provide auxiliary aids or services for a disabled pupil, when such an aid would alleviate any substantial disadvantage that the pupil faces compared to other non-disabled pupils.
- 3.3 Where an auxiliary aid is not provided under the SEN system (i.e. via a Statement/EHC Plan) there should be no assumption that it must be provided as a reasonable adjustment. Any decision would be taken on the basis of the facts of an individual case, including cost implications.
- 3.4 There is no legal definition of auxiliary aids. We interpret this to mean any or all of the following: helpful; providing support or assistance; and that these can be things or persons which help. We include hearing loops, adaptive keyboards, and special software.
- 3.5 Our SEN Policy defines what provision we make available including reasonable adjustments in our school. We will consider what is reasonable in the context of our school, given the circumstances of each individual case.

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## Accessibility Plan

3.6 Where the auxiliary aid has a benefit to the rest of the child's life outside of school, it would be unreasonable for our school to make such provision; e.g. hearing aids.

3.7 We consider that effective and practicable adjustments for disabled pupils will involve little or no cost or disruption, and will therefore be considered as reasonable. Where substantial adaptations are required which are not contained within our three year accessibility plan, we reserve the right to deem these as unreasonable.

3.8 It is our aim to ensure that disabled pupils play as full a part as possible in school life and our accessibility plan and reasonable adjustments help support that aim. Where any adjustment would have a detrimental effect on other pupils, we would not consider it to be *reasonable*. For example, if a geography field trip were planned to involve climbing and a wheelchair user could not take part, we would carefully consider how the disabled pupil could participate viably, but we would not cancel the trip because to do so would be detrimental to other pupils

## 4 Aspects of the Plan

4.1 Our Accessibility Plan focuses on the following areas:

- Increasing the extent to which disabled pupils can participate in the curriculum
- Improving the physical environment to enable disabled pupils to take better advantage of education, benefits, facilities and services provided
- Improving the availability of accessible information to disabled pupils, staff, parents and visitors

## 5 Responsibility

5.1 It is the responsibility of the headteacher to ensure that the school has an Accessibility Plan which matches the needs of the school and to ensure that it is available on the school's website.

5.2 It is the responsibility of the Proprietor (via the Director of Operations) to ensure that the plan is reviewed annually and is fit for purpose.

## Accessibility Plan

Accessibility Plan - The plan runs for three years from September 2023 and is reviewed yearly - Cognita to review plan for Sept 2025

## Accessibility Plan

### Actions to increase access to the curriculum and learning

Targets/Strategies	Timing	Responsibility	Success criteria
<p>Review of adjustments that might be made to curricular provision to ensure schemes of work in all subjects are accessible.</p> <p>Differentiated teaching strategies to be adopted</p>	<p>Spring 2023 for 2023/2024 Budget</p> <p>Sept 2024 inset</p> <p>Sept 2024</p>	<p>Leadership Team in conjunction with SENCo, Heads of Phase and Heads of Department</p>	<p>Equality of access to the information for all children.</p> <p>The School provides an excellent provision for all pupils with SEND.</p> <p>The School can provide a curriculum that is accessible for visually impaired and EAL pupils.</p> <p>Increased access to the curriculum with teachers equipped to fully meet the needs of the pupils.</p> <p>Inset training on Adaptive Teaching and the needs of neuro-diverse pupils – improving their accessibility to the curriculum</p> <p>New Home Ec space – fully accessible with adapted oven, ramp for access, wider door for wheelchair access</p>
<p>Consideration of appropriate seating arrangements or special provision for any children with visual impairment or hearing impairment.</p> <p>Review resources including classroom teaching aids to ensure an adequate provision via an audit of all resources.</p>	<p>Termly during 2022/2023</p> <p>Termly during 2023/2024</p> <p>Ongoing through 24/25 as and when required</p> <p>Spring 2023 for 2023/2024 Budget</p> <p>2024-25 Budget</p>	<p>SENCo &amp; Classroom Teachers</p> <p>Leadership Team in conjunction with SENCo, Heads of Phase</p>	<p>Equality of opportunity for SEND children to access information during lessons.</p> <p>Increased access to the curriculum via classroom resources with teachers and classrooms equipped to fully meet the needs of the pupils.</p>

## Accessibility Plan

<p>Review programme of trips and excursions to ensure adequate enabling access.</p> <p>Reminder to all trip organisers and Heads of Department to take account of all pupils needs.</p>	<p>Termly during 2024/2025</p> <p>Termly during 2023/2024</p> <p>Ongoing through 2024/25</p>	<p>Head, SENCo, EVC &amp; Visit Leaders</p>	<p>Trip leaders will consider the needs of all children within their group, and ensure wherever reasonably possible that arrangements are made for any disabled children or those with SEN to take part.</p> <p>Each trip is evaluated to ensure there is appropriate inclusion for all children</p>
<p>Additional time provided for tests and exams as required by SEN register</p>	<p>Termly during 2022/2023</p>	<p>SENCo &amp; Heads of Department / Exams Officer</p>	<p>Equality of opportunity for SEND children to access test and examination information</p>
	<p>Termly during 2023/2024</p> <p>Ongoing through 2024/25</p> <p>As required</p>		<p>Access arrangements register is updated and relevant showing clear information about the requirements of each child for example use of laptop for longer writing pieces/ worksheets printed on coloured paper, use of separate room to read aloud</p>
<p>Appropriate learning support assistance to be provided in accordance with the Care Plan and as agreed as practical and reasonable with parents.</p>	<p>Termly during 2022/2023</p> <p>Termly during 2023/2024</p> <p>Termly during 2024/25</p>	<p>SENCo in conjunction with Class teachers</p>	<p>Equality of opportunity for SEND children</p>

## Accessibility Plan

### Actions to improve the physical environment to enable those with disability to take better advantage of the education and facilities

Targets/Strategies	Timing	Responsibility	Success criteria
<p>Audit of site access for those with a physical disability. Ensure all buildings that aren't accessible are made access – using ramps/ hand rails by improving areas at each budget cycle</p>	<p>Spring 2023 for 2023/2024 Budget</p> <p>Ongoing for 2024/25</p>	<p>Site Manager/ SBM/ Head Teacher/ leadership team</p>	<p>Full access to curriculum areas for children on roll and staff.</p> <p>Access to appropriate buildings for parents' evenings and school events for any disabled parents or visitors. To include toilets. Consideration for suitable adaptations for the Grade I Listed Building.</p> <p>Ramps currently in place to Senior Block, Year 6 block, science, Jubilee block, Disabled toilet and infant block. Hall</p> <p>Buildings to be improved with Ramp access - Burnt House, Gym, Junior Block, DT</p>
<p>Refurbishment of classrooms to provide an upgrade to existing provision to provide inclusion of those with a disability.</p>	<p>Spring 2023 for 2023/2024 Budget</p> <p>2024-25 Budget</p>	<p>Site Manager/ SBM/ Head Teacher/ leadership team/ Cognita Capex team</p>	<p>Physical accessibility of the classrooms is increased along with the use of improved resources and IT.</p>
<p>Provide access for disabled parents to the school site by allowing access to area in front of Main House using automated gates</p>	<p>Ongoing September 2023 to August 2025</p>	<p>Site Manager/ SBM</p>	<p>Parents can safely drive in to collect their children, from the school site by accessing the school through the delivery gate.</p>

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<p>Provide appropriate facilities for anyone undergoing or considering gender reassignment, to include off-site visits.</p>	<p>Spring 2023 for 2023/2024 Budget  ongoing</p>	<p>SENCo/ SBM/ Cognita Capex</p>	<p>Development plans to include toilets and changing facilities – unisex</p> <p>Trip leaders will consider the needs of all children within their group, and ensure wherever reasonably possible that arrangements are made for any anyone undergoing or considering gender reassignment</p>
<p>Treads of staircases in the school buildings to be maintained and replaced as required. Clear and enhanced signage around school site</p>	<p>Annual maintenance programme and ongoing improvement from September 2023 to August 2025</p>	<p>Site Manager / SBM</p>	<p>Safe passageway on staircases to be provided for all persons. Journey through the school site is seamless for the visually impaired.</p>
<p>Annual consideration at SLT for any children with specific physical disabilities such as hearing impaired and eyesight impaired. Ensure teaching staff are fully aware of desirable seating arrangements for visually/hearing impaired pupils.</p> <p>Ensure the relevant SEN pupils are provided with readers/assistants for examinations and, as necessary, are provided with additional time to complete examinations</p>	<p>Annual discussions of relevant students and access solutions from September 2023 to August 2025</p> <p>Ongoing September 2023 to August 2025</p>	<p>SENCo/ Leadership team</p> <p>SENCo &amp; Heads of Department / Exams Officer</p>	<p>Introduction of appropriate strategies to support access. Class seating plans are fully adapted to meet the needs of visually/hearing impaired pupils. Equipment is purchased to support pupils and support access to curriculum and learning.</p> <p>Relevant pupils are fully equipped to undertake examinations with due accord of their SEN.</p>

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## Accessibility Plan

### Actions to improve the availability of accessible information to disabled pupils, staff, parents and visitors

<b>Targets/Strategies</b>	<b>Timing</b>	<b>Responsibility</b>	<b>Success criteria</b>
To be able to respond efficiently to requests to provide written material in alternative formats, The school will make itself aware of the services available through its LEA or other service providers e.g. Examination boards for converting written information into alternative formats	Ongoing September 2023 to August 2025	Senior DH/ Exams Officer/ SENCo	Delivery of information to disabled pupils and parents improved
Additional time provided for tests and exams as required by SEN register	Ongoing September 2023 to August 20235	SENDCo & Heads of Department / Exams Officer	Equality of opportunity for SEND children to access test and examination information



## Accessibility Plan

<b>Ownership and consultation</b>	
Document sponsor (role)	Director of Operations
Document author (name)	Melissa Jones – Health and Safety Manager, Europe

<b>Audience</b>	
Audience	Heads and staff in Cognita schools

<b>Document application and publication</b>	
England	Yes
Wales	Yes
Spain	No
Switzerland	No

<b>Version control</b>	
Implementation date	June 2023
Review date	The school or proprietor will keep this policy under review and will update from time to time, as deemed necessary – Review for Sept 2025

<b>Related documentation</b>	
Related documentation	Health and safety policy and related documentation Supporting Pupils with Medical Conditions Policy Equality Act 2010