

**Great Chart Primary School**  
**Disability Equality Scheme Action Plan 2013- 2016 (updated Nov 2014)**

<b>Objective/ Target</b>	<b>Activity</b>	<b>By When</b>	<b>By Whom</b>	<b>Resources required</b>	<b>Success Criteria</b>	<b>Progress</b>
Review Disability Equality Scheme	Review scheme at staff meetings and Governors Personnel	November each year	HT/DHT	Staff and Governor meetings	Disability Equality Scheme reviewed by stakeholders indicated	
Annual consultation with school council	SMT member responsible for School Council to put scheme to School Council in broad terms eg do they understand the definition of disability	Term 2 each year	SMT	School council Meeting	Opinion sought by school council from pupils. Feedback from school council in Assembly	
Annual consultation with Parents, Staff & Governors	Questions added to annual questionnaires	July each year	HT/ DHT	Questionnaires	Consultation carried out- scheme reviewed and adjusted as required	
Analysis of Standards	Track pupil progress of pupils with a disability	Term 2, 4 and 6	Assessment Leaders/ Class teachers/ Inclusion Team	Time to discuss pupils at either PPM or Provision Mapping	Pupils tracked to ensure they progress as expected	
Ensure information is gathered regarding pupils joining the school	Review existing application forms to ensure information is recorded regarding disabilities. Record this information centrally on the MIS		Business Administration Manager	Review application forms	School holds records of pupils with disabilities. Procedures are reviewed to assist these pupils. Health Care Plans	

Objective/ Target	Activity	By When	By Whom	Resources required	Success Criteria	Progress
					formulated if necessary	
Ensure information is gathered all staff including those under a different contract	Review existing application forms to ensure information is recorded regarding disabilities. Record this information centrally on the MIS		Business Administration Manager	Review application forms	School holds records of staff with disabilities. Procedures are reviewed to assist staff	
To help children and adults with hearing disabilities	Investigate Hearing Loop system for the large hall  To ensure staff/ presenters using microphones during assemblies etc	2014	Finance Officer  All staff	£2000	Pupils and adults able to hear	Hearing loop system being investigated  Some members of staff use microphones
To ensure disabled parking space is available at all times	Regular notices/ reminders to other parents in newsletters	Ongoing	HT/ DHT		Disabled parking space kept clear	
To ensure supply staff are aware of disabilities of some pupils	Information to be provided in staff information packs located in each classroom	Updated each September	DHT		All teachers better informed	
To ensure disabled access through new security gates	New security gates to be fitted with hearing loop.  Pedestrian gate exit button is raised above DDA suggestions for security but staff available to escort visitors to release the gate	August 2014	HT		Disabled access through security gates .	Installed and in use September 2014
To improve exit arrangements	New doors to be built in large hall to allow easier evacuation	August 2014	HT		New doors installed .	Installed September 2014

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from large hall	when the hall is full. The new doors will not be suitable for wheelchairs as the main fire door will cater for this.				Disbalded visitors informed of evacuation procedures.	
Improved access to community room	New , wider door to be fitted in community room	March 2015	Contractor		Better disabled access to community room.	Quotes being gathered from contractors.