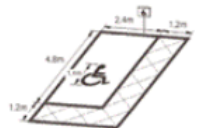


13. Action Plan

13.1. Access to Information

Audit Ref	Audit Item	Suggested Actions	Priority	Budget Implications	Target date for completion	Ownership of Task (School to insert name)	Date Completed

13.2. Access to Site and Facilities

Audit Ref	Audit Item	Suggested Actions	Priority	Budget Implications	Target date for completion	Ownership of Task (School to insert name)	Date Completed
10.2.2	Disabled Parking	Mark out an accessible parking bay as per the below guidelines. For example:  Place a sign at the entrance to the carpark showing that there is	B	L	2025		
			B	L	2025		

		accessible parking available and where it is located. For example:  Erect a sign in front of the bay a height of 1 metre (this is in case of snow or leaves on the ground). For example:  Mark out a safe walkway in the carpark. For example: 	B	L	2025		
			C	L	2026		

10.2.5	Reception Facilities	Install a portable hearing loop and clearly display the sign.  	C	L	2026		
10.2.6	External Areas	Demarcate the start and end of ramps with either a yellow stripe or a white triangle. Ensure all ramps have handrails on either side.	B	L	2025		
			B	L	2025		
10.2.10	Accessible Toilets	All accessible toilets to have mirrors and coat hooks fitted at an accessible height. Accessible toilets require grab bars to be fitted on either side of the sink. For example:  Emergency alarm cords to reach all the way to the ground should an	B	L	2025		
			B	L	2025		
			A	L	ASAP		

		emergency occur. Add signage if necessary. For example:  Remove the mop and bucket, accessible toilets should not be used for storage. Paint either the walls or the fittings to provide suitable visual contrast for persons with a visual impairment.	A	N	ASAP		
			C	L	2026		
10.2.13	Internal Signage	Change any internal signage that is displayed solely in Capital Letters (CAPS). Sign classrooms in a uniformed and consistent theme/format. Incorporate floor plan maps around the site. Consider adding Braille to signage. For example:	B	L	2025		
			B	L	2025		
			B	L	2025		
			C	L	Ongoing		

							
10.2.18	Doors	Handles which do not contrast in colour to the door should either be changed or painted to a different colour. Example: 	B	L	2025		
10.2.20	Staff Facilities	Provide a chair with a high back and arms in staffrooms. For example: 	B	L	2025		

13.3. Access to Education							
Audit Ref	Audit Item	Suggested Actions	Priority	Budget Implications	Target date for completion	Ownership of Task (School to insert name)	Date Completed

10.3.1	Training of Teachers and Teaching Assistants	Ensure governors attend staff training sessions on disability equality issues. For pupils this can be introduced through PSHE.	B	N	ASAP		
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