

2023 Access audit completed by HT & DHT January 2023

Feature	Description	Actions to be taken	Person responsible	Date to complete actions by
Corridor access	All corridors accessible for wheelchairs and wide enough to maneuver. During Co-vid 19 the corridors were further cleared of all non-essential storage to reduce chance of virus transmission	Corridors to be kept tidy and free from obstructions – Corridors decluttered and additional cleaner employed in middle of day since 2020	SLT & Site Supervisor	Ongoing
Parking bays	Parking bay available and clearly marked in the school car-park	Ensure staff do not park in the disabled bay unless a disabled badge holder	All school staff	Ongoing
Entrances	All entrances wide enough for wheelchair ingress and egress	Ensure equipment is not placed in front of or close to a door way, making the entrance narrower	All school staff and pupils	Ongoing
Ramps	Concrete ramps fitted for both of the rear main entrances to the building	Ramps installed by contractor	MH & FGB	2021
SEND Cabin	New Cabin installed Sept 2021 – door wide enough for Wheelchair access and ramp fitted at same time	Ramps installed by contractor	MH	2021
Toilets	Two disabled toilets in good condition	Ensure high standards of cleanliness and maintenance – additional mid-day cleaning now taking place	MH & site supervisor	Ongoing
Main school reception area	Access through locked gate and double doors – internal door operating on a mag lock	Be aware of visitors who may have disabilities and need assistance	Office staff	Ongoing

Playgrounds	KS1 awnings not sufficient to provide dry play areas for vulnerable pupils (sickle cell etc.)	Applied for Diocese of Chelmsford DFC grant – turned down due to other priorities Summer 2021 – reapplied Dec 2022 will not hear until Summer 2023	MH	2024
Internal signage	Main emergency signage in place & agreed by separate H&S and Fire Evacuation inspections Autumn 2022	Ensure signs are not obscured by obstacles in the corridors	Site Supervisor & Headteacher	Autumn 2022
Emergency escape routes	Emergency escape routes signed clearly and known by pupils	Ensure that emergency escape routes are not blocked by equipment, furniture or personal belongings	All school staff	Ongoing