



## **Ysgol Plas Brondyffryn Accessibility Plan Policy**

This Policy has been written to cover all sites belonging to Ysgol Plas Brondyffryn. This includes:

Ty'n Fron – Primary Site

Park Street – Secondary Site

Ty'r Ysgol –Secondary Site- SLD

Gerddi Glasfryn – Residential Site

*Please note that whenever the term Brondyffryn or School appear it is therefore referring to all of the above sites.*

### **1. Description of School and its Community**

Ysgol Plas Brondyffryn is a Local Authority Residential Special School maintained by Denbighshire Education Authority. The school specialises in meeting the needs of children/young people with Autistic Spectrum Condition (ASC) and associated specific learning difficulties aged 3-19 years. The school is able to accommodate up to 125 children/young people. Gerddi Glasfryn Residential accommodates between 26 – 30 children/young people on a part time basis. As a Regional school, Ysgol Plas Brondyffryn welcomes children/young people from across North Wales and the closer counties of England. Our policies are relevant to all our children/young people regardless of county of residence.

The majority of the children/young people are from English speaking families. For most children/young people, Welsh is taught as a second language; however, education can be provided through the medium of Welsh if requested by the family and detailed in the Statement of Special Educational Needs. The majority of the children/young people are boys due to the higher prevalence of autism in males.

At YPB we are conscious of the need to maintain a low arousal environment which has been shown to be beneficial for individuals with ASC, reducing their anxiety and aiding concentration. To this end, we strive to keep all areas tidy and free from clutter; to make sure classroom displays are orderly and muted in colour; to communicate information in a clear and concise manner and to aim for a quiet and calm

atmosphere. The approach varies on each site as dictated by the needs and abilities of the pupils and our aim is always to organise the environment as far as possible to promote independence in our young people.

## **2. Description of Policy Formation and Consultation Process**

This Policy has been formulated by a working party consisting of the Senior Leadership Team. Staff, governors and parents were consulted before the Policy was finalised and formally adopted by the Governing Body.

## **3. Introduction**

The Special Needs and Disability Discrimination Act (2001) requires that all schools should plan to increase access to school for disabled pupils. (NAW Circular 15/2004)

Our own equality of Opportunity Policy states

“We aim to ensure that the school is a place where everyone - irrespective of their age, race, language, colour, gender, marital or civil partnership status, sexual orientation, size, religious or political beliefs, ethnic or national origin, previous occupation or disability - feels welcomed and valued.”

We feel strongly as a school that we will endeavour to ensure that the school becomes more readily accessible to all pupils, parents, teachers and visitors who have physical disabilities.

We have completed the attached accessibility plan to attempt to achieve our aims.

## **4. Audits:**

A request for DDA audits across all sites was made to Denbighshire County Council with the view to produce updated reports and to allow the school to produce the necessary action plans.

These were carried in all sites this academic year. Reports have been produced on the following sites:

- Ty'r Ysgol
- Gerddi Glasfryn
- Park Street
- Primary

## **SCOPE OF SURVEY**

1. All inspections comprised a visual assessment of the premises in terms of suitability and/or deficiency in respect of Access for the Disabled and Legislation appertaining to Disabled Access including the following;

- Disability Discrimination Act
  - Part M of the Building Regulations
  - Relevant British Standards
2. The assessment was carried out by the use of the IPF Access Audit Check List, with recommendations for improvements, which when complete will provide a record of present access arrangements and conditions together with an indication of the scope and cost of the changes and/or improvements which need to be provided to meet the legislative requirements.
  3. The Access Audit Checklist was compiled to reflect good practice outlined and incorporated in the document 'Designing for Accessibility' published by the Centre for Accessible Environments.  
The guide provided good practice in terms of meeting the basic design considerations for all aspects of a building, including those provisions which fall within the scope of Part M of the Building Regulations.
  4. The inspection was restricted to those parts of the buildings as defined by the Client in the pre-survey brief.
  5. The survey was conducted by following a logical approach of how a person would arrive at, enter and use a building, i.e. starting from the nearest point of Public Transport (if applicable) to the entrance of the curtilage of the site and from car parking which is provided within the building site, looking at the accessibility of the routes up to all the entrances, followed by entry and circulation
  6. If a building did appear to be accessible due to significant architectural features, the survey and assessment still proceeded as other elements of the building would still need to be assessed.

#### **4.1. Attached - copies of Accessibility Survey Reports for each site**

## PARK STREET

	<b>Targedau Targets</b>	<b>Strategaethau Strategies</b>	<b>Canlyniad Outcome</b>	<b>Amseriad Timeframe</b>	<b>Cyflawniad Nod Goals Achieved</b>	<b>Cost Cost</b>
<b>Tymor Byr  Short Term</b>	Signage needed to help visitors locate the school	Request DCC to carry out necessary work	Signage erected	September 2014	Signage erected at top of drive and on school building.	No cost to the school. Paid by DCC
	Glass doors (main entrance) need marking for visibility	Markings to be placed on windows	Improved visibility on glass	September 2010	New doors and posters attached to glass to improve visibility on glass	
	Provide highly visible and tactile signs on doors from corridors to classrooms	Provide adequate signage	Doors will have tactile and visible signage	September 2012		

	<b>Targedau Targets</b>	<b>Strategaethau Strategies</b>	<b>Canlyniad Outcome</b>	<b>Amseriad Time frame</b>	<b>Cyflawniad Nod Goals Achieved</b>	<b>Cost Cost</b>
<b>Tymor Canolig  Middle Term</b>	Installation of tactile paving on kerb	Request DCC to carry out necessary work	Tactile paving installed	September 2014		
	Shelf at reception at inappropriate level	Request DCC to carry out necessary work	Reception shelf lowered	September 2014		
	Portable induction loop	Purchase and install induction loop	Induction installed	September 2014		
	Colour contrast needed on internal pillars	Redecoration of pillars using contrasting colours	Coloured pillars for improved visibility- caretaker	September 2012	Pillars painted another muted colour to fit with the low arousal guidelines for Autism	
	Tonal contrasts needed in accessible toilet	Redecoration of walls to ease location of fittings	Ease of location of bathroom fittings- caretaker	September 2013		
Provide alarm at height accessible to disabled person in the event of an accident	Request DCC to carry out necessary work	Fit alarm with pull cord at an acceptable heights	September 2014			

	<b>Targedau Targets</b>	<b>Strategaethau Strategies</b>	<b>Canlyniad Outcome</b>	<b>Amseriad Timeframe</b>	<b>Cyflawniad Nod Goals Achieved</b>	<b>Cost Cost</b>
<b>Tymor Hir  Long Term</b>	Provide seating with varying heights and arm rests  Classroom kitchen not at an accessible height	Purchase additional seats  Request DCC to carry out necessary work when need arises	Adequate seating provided  Fixtures lowered	When necessary		

## GERDDI GLASFRYN

	<b>Targedau Targets</b>	<b>Strategaethau Strategies</b>	<b>Canlyniad Outcome</b>	<b>Amseriad Timeframe</b>	<b>Cyflawniad Nod Goals Achieved</b>	<b>Cost Cost</b>
<b>Tymor Byr  Short Term</b>	Signage to Gerddi Glasfryn	Request DCC to carry out necessary work	Signage complete	September 2014	Signage erected at various points on drive	No cost to school Paid by DCC
	2 accessible parking bays need signage and kept vacant	Request DCC to carry out necessary work on signage and notify staff to keep accessible parking bays free of minibuses	Signage complete and parking bays kept for accessible use only	September 2012		
	Ensure Disabled WC is kept clear of other equipment	Notify staff of the need to keep floor space clear	Room for manoeuvre in WC	September 2010	Disabled toilet accessible to all and cleared of other equipment	
	Minor signage required to help new staff and clients	Purchase additional signage	Signage complete	September 2014		

	<b>Targedau Targets</b>	<b>Strategaethau Strategies</b>	<b>Canlyniad Outcome</b>	<b>Amseriad Time frame</b>	<b>Cyflawniad Nod Goals Achieved</b>	<b>Cost Cost</b>
<b>Tymor Canolig</b>  <b>Middle Term</b>	Provision of tactile paving, dropped kerbs	Request DCC to carry out work as necessary	Tactile surfaces installed	September 2014		
	Change height of door bell	Request DCC to carry out work as necessary	Door bell height altered	September 2014		
	Shelf at reception at inappropriate level	Request DCC to carry out necessary work	Reception shelf lowered			
	Portable induction loop	Purchase and install induction loop	Induction installed			
	High level tactile signage fixed to doors	Request DCC to carry out necessary work	Improved access to people with impaired vision			



	<b>Targedau Targets</b>	<b>Strategaethau Strategies</b>	<b>Canlyniad Outcome</b>	<b>Amseriad Timeframe</b>	<b>Cyflawniad Nod Goals Achieved</b>	<b>Cost Cost</b>
<b>Tymor Hir  Long Term</b>	Colour contrast needed on doors	Request Caretaker to use colour contrast paint when next redecorating	Colour contrasting completed	When redecorating		
	Handrails needed in WC provision	Request DCC to carry out necessary work	Handrails installed to assist disabled people	When needed		

## TY'R YSGOL

	<b>Targedau Targets</b>	<b>Strategaethau Strategies</b>	<b>Canlyniad Outcome</b>	<b>Amseriad Timeframe</b>	<b>Cyflawniad Nod Goals Achieved</b>	<b>Cost Cost</b>
<b>Tymor Byr Short Term</b>	Signage to Ty'r Ysgol	Request DCC to carry out necessary work	Signage complete	September 2014	Signage erected at various point on the drive	No cost to the school Paid by DCC
	Signage required for accessible WC	Purchase appropriate signage	Signage complete	September 2014		
	Ensure Disabled WC is kept clear of other equipment	Notify staff of the need to keep floor space clear	Room for manoeuvre in WC	September 2010		
	Ensure gate at side of garden (Hyfrydle) is locked with a County padlock and keys available to staff	Discuss padlocking the gate with staff and create a strategy for accessing the keys in the event of an emergency	Gate which is released with ease in the event of an emergency	September 2010	Achieved	
	Escape door from ground floor classroom is too narrow and has a threshold step	Request the expertise of DCC H&S Officer and Building Surveyor	Fire exit suitable for use of building	September 2010	Steps now in place at both doors	

	<b>Targedau Targets</b>	<b>Strategaethau Strategies</b>	<b>Canlyniad Outcome</b>	<b>Amseriad Time frame</b>	<b>Cyflawniad Nod Goals Achieved</b>	<b>Cost Cost</b>
<b>Tymor Canolig  Middle Term</b>	Provision of tactile paving, dropped kerbs	Request DCC to carry out necessary work	Tactile surfaces installed	September 2014		
	Accessible parking required for building with adequate signage	Request DCC to carry out necessary work	Identifiable accessible parking made available	September 2014	Accessible parking in place through BCHB takeover of Hyfrydle	
	Change height of door bell	Request DCC to carry out work as necessary	Door bell height altered	September 2014		
	Shelf at reception is an inappropriate size (both outside and inside office)	Request DCC to carry out necessary work	Reception shelf lowered	September 2014		
	Portable induction loop	Purchase and install induction loop	Induction installed	September 2014		
	High level tactile signage fixed to doors	Request DCC to carry out necessary work	Improved access to people with impaired vision	September 2014		
	Highlight treads on both stairways and include tactile warning surfaces at top and bottom	Request DCC to carry out necessary work	Treads highlighted and warning surfaces fixed	September 2014	Rear stairs have been recovered with highlighted treads.	

	<b>Targedau Targets</b>	<b>Strategaethau Strategies</b>	<b>Canlyniad Outcome</b>	<b>Amseriad Timeframe</b>	<b>Cyflawniad Nod Goals Achieved</b>	<b>Cost Cost</b>
<b>Tymor Hir  Long Term</b>	Handrails needed in WC provision	Request DCC to carry out necessary work	Handrails installed to assist disabled people	September 2014 or when needed		
	Provide seating with varying heights and arm rests	Purchase additional seats	Adequate seating provided	September 2014 or when needed		

## TY'N FRON (PRIMARY)

	<b>Targedau Targets</b>	<b>Strategaethau Strategies</b>	<b>Canlyniad Outcome</b>	<b>Amseriad Timeframe</b>	<b>Cyflawniad Nod Goals Achieved</b>	<b>Cost Cost</b>
<b>Tymor Byr  Short Term</b>	Release mechanism on entrance gate not easily accessible	Request DCC investigate alternative mechanism and possible communication system from gate to main building	Gate which is easily opened by all	September 2010	Changes made but may need further changes. To be monitored	DCC
	Signage needed to guide staff and visitors from main gate to reception door	Request DCC to carry out necessary work	Signage complete	September 2014	Signage on edge of building opposite gate	
	All glass doors should be made visible	Markings to be placed on windows	Improved visibility on glass	September 2010	Use of posters to improve visibility of glass	No cost

	<b>Targedau Targets</b>	<b>Strategaethau Strategies</b>	<b>Canlyniad Outcome</b>	<b>Amseriad Time frame</b>	<b>Cyflawniad Nod Goals Achieved</b>	<b>Cost Cost</b>
<b>Tymor Canolig  Middle Term</b>	Shelf at reception at inappropriate level	Request DCC to carry out necessary work	Reception shelf lowered	September 2012	New Office area built	£2k
	Portable induction loop	Purchase and install induction loop	Induction installed	September 2012		
	Tactile signage giving directions through the school	Request DCC to carry out necessary work	Signage complete	September 2014		
	Highlight treads on both stairways and include tactile warning surfaces at top and bottom	Request DCC to carry out necessary work	Treads highlighted and warning surfaces fixed	September 2016		
	Provide alarm at height accessible to disabled person in the event of an accident	Request DCC to carry out necessary work	Fit alarm with pull cord at an acceptable heights	September 2014 or when needed		

	<b>Targedau Targets</b>	<b>Strategaethau Strategies</b>	<b>Canlyniad Outcome</b>	<b>Amseriad Timeframe</b>	<b>Cyflawniad Nod Goals Achieved</b>	<b>Cost Cost</b>
<b>Tymor Hir  Long Term</b>	Provide seating with varying heights and arm rests	Purchase additional seats	Adequate seating provided	September 2014 or when needed		

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### **Equality Impact Assessment completed**

An Equality Impact Assessment offers an opportunity for staff to think carefully about the impact of their work on local people and other members of staff.

**Date completed:**  
May 2016