

LOWER PEOVER PRIMARY SCHOOL
ACCESSIBILITY AUDIT
Action Plan updated 11.09.2025

3.1 Commitment to Inclusion

Audit Ref	Audit Item	Suggested Actions Maintain existing actions and processes.	Priority	Budget Implications	Target date for completion	Ownership of Task	Date Completed
3.1	Commitment to Inclusion	Check all policies & documents to ensure both current & consistent	2	N/A		JT/SD	ongoing
	'Access Champion'	Designate member of staff as point of contact who asks visitors/parents if they have any access requirements	2	N/A	2020	ADMIN OFFICERS	ongoing

3.2 Website

Audit Ref	Audit Item	Suggested Actions Maintain existing actions and processes.	Priority	Budget Implications	Target date for completion	Ownership of Task	Date Completed
3.2	Website	Include access information on website.	4	N/A	ongoing	JT	ongoing

3.3 Access to Site and Facilities

Audit Ref	Audit Item	Suggested Actions	Priority	Budget Implications	Target date for completion	Ownership of Task	Date Completed

3.3	Parking	Install signage to identify the location of car park for visitors, and location of parking for blue badge holders.	2	L	Visitor parking sign visible		
3.4	Accessible Parking	Clear signage required to direct people to accessible parking bays.	2	L			
		Adequate size of parking bay required to allow vehicle doors to fully open	2	N/A			
3.4.1	Vehicle Parking Area 1 (front loop)	One designated accessible parking bay – external signage and markings to be clearly marked	2	L			
3.4.2	Vehicle Parking Area 2 (side & rear of school)	Provide a hard surface where materials are slip-resistant when wet.	2	H	Long Term Maintenance	Cassidy & Ashton Building Consultants	Ongoing work on car parking area
		Adequate size of parking bay required to allow vehicle doors to fully open	4	N/A	Immediately	Cassidy & Ashton Building Consultants	Ongoing work on car parking area
3.4.3	Number of accessible parking bays	Increase the number of accessible parking bays	2	H	2020	Cassidy & Ashton Building Consultants	Ongoing work on car parking area
3.5 Horizontal Circulation							
3.5.1	External environment	Ensure, where possible, the minimum surface width of access route is at least 1800mm & install dropped kerbs along pathways where required	4	H	Long Term Maintenance	Cassidy & Ashton Building Consultants	

3.5.2	External Ramps						
	Ramp 1 (Hall to playground)	Ensure width for all ramps are not less than 1500mm	4	H	Long Term Maintenance		
	Ramp 2 (Year 6 classroom to playground)	The surface of all ramp's contrasts visually with the landings & edge protection	4	H	Long Term Maintenance		
	Ramp 3 (Technology Suite to playground)	Provide a continuous upstand at least 100mm high at any open edge of ramp – should contrast visually with the surface	4	H	Long Term Maintenance		
		Fit handrails to all external ramps (all ramps excluding Ramp 2) – visual contrast with surroundings & have timber or nylon-sleeved steel tube handrails	4	M	Long Term Maintenance		
		All ramps should have higher slip resistance than an equivalent level surface & are kept free of snow or ice	4	H	Long Term Maintenance		
		Provide signage to indicate the existence & location of any ramps – visual contrast with surrounding & use International Symbol for Access 	4	M	2025-26		
		Provide wayfinding information in different forms to support people with sensory impairments	4	M	2025-26		

3.5.3	Internal Environment - Corridors	Door handles to have visual contrast with doors	4	L	Ongoing as repairs occur		
3.54	Main Entrance & Holding Area	Install one set of automatic doors to the outer entrance	2	H	Long Term Maintenance		
		Make external doors easier to open or provide canopy to protect visitors if inclement weather	2	H	Long Term Maintenance		
		Assistance bell/buzzer at a height suitable for wheelchair users – visual contrast to surrounding area	2	H	Long Term Maintenance		
		Information and direction signage throughout school with good colour contrast	2	M	2025-26		
		Clear furniture in corridors	2	N/A	Immediately	AW	December 2020
3.5.5	Internal Signage	Floor, wall & ceiling materials should contrast visually with adjacent surfaces	4	H	Long Term Maintenance	AW	Ongoing as parts of building are re-decorated
		At least one door has minimum effective clear width of 1000mm	4	H	Long Term Maintenance		
3.5.6	Corridor	Provide visual contrast to the identifying features against wall surfaces	2	M	Long Term Maintenance	AW	Ongoing as redecoration occurs
3.5.7	School Hall	Ensure minimum zone of visibility is between 500 & 1500mm from the floor. Visual panel should be no less than 100mm in width	2	H	Long Term Maintenance	JT	July 2021

		Ensure door handles are easy operate or grip by wheelchair user	4	H	Long Term Maintenance	JT	July 2021
		Floor surface should offer a level of slip resistance	4	H	Long Term Maintenance		
3.5.8	Classrooms & Staff Room Y4 & 5	Install ramps to both classrooms to playground, including handrails with visual contrast with surrounding area	2	H	Long Term Maintenance		
	Staff Room	Widen door to minimum effective clear width of 800mm	2	H	Long Term Building Work		
		Ensure electrical socket outlets contrast visually with background	3	M	AW		Ongoing as redecoration occurs
		Lower food preparation surfaces to within reach of most people with restricted movement	3	H	Long Term Building Work		
3.6	Internal Doors & Fittings	Fit door closers to corridor doors	2	H	Long Term Maintenance		
		Ensure all internal doors have vision panels extending to a lower level	2	H	Long Term Maintenance	Building Contractors	Summer 2025
		Visual contrast doorways to surrounding area	2	L	2025-26		Ongoing as redecoration occurs
		Consistent height of pull handles	2	H	Long Term Maintenance		
3.7	Accessible Toilet	Provide signage to identify location	2	L	Sign on door visible		
		Consider installing another accessible toilet at other end of school	4	H	Not possible due to building		

3.8 Providing a Safe & Comfortable Environment

		Install an assistive listening system & ensure visible signage	2 / 4	H / L	Long Term Maintenance		
		Floor surfaces slip resistant & avoid loose matting	4/2	H	Long Term Maintenance		
		Ensure good lighting in reception areas	5	H	Lighting upgrade to LED		2021
3.10	Disability Equality Training	Ensure all staff attend a Disability Equality training course	2	H	2025-26		

Signatures

	Name (Print)	Signature	Date
Head Teacher			
SENDCo			