



# Southwick Community Primary School

## Accessibility Plan 2025–2026

### Vision and Values

Southwick Community Primary School aims to provide a welcoming, inclusive and supportive environment where all pupils feel valued and are encouraged to achieve their full potential. We want every child to enjoy school, feel safe, and be challenged to do their best.

We are committed to ensuring that all pupils, regardless of disability or additional need, have equal opportunities to participate fully in school life. We take into account pupils' varied life experiences, abilities and needs in order to provide a broad, balanced and accessible curriculum.

The achievements, attitudes and wellbeing of all members of our school community are important to us.

### Purpose of the Accessibility Plan

This plan sets out how Southwick Community Primary School will continue to improve accessibility for:

- Disabled pupils
- Staff
- Parents and carers
- Visitors

The plan focuses on three key areas:

1. Improving access to the physical environment
2. Increasing access to the curriculum
3. Improving access to information



# 1. Access to the Physical Environment

Target	Strategies	Timescale	Responsibility	Success Criteria
Be aware of the access needs of disabled pupils, staff, governors and parents/carers	Create individual access plans for disabled pupils as part of support planning. Remind parents annually to inform the school of any access needs.	Ongoing	All Staff	Individual support plans are in place and staff are aware of pupils' needs.
Ensure staff and governors are aware of access issues	Provide support for staff or governors with mobility issues to ensure safe movement around the building.	As required	Headteacher/ School business Manager	Staff and governors feel confident their needs are supported.
Ensure adequate lighting around the school	Check lighting regularly so steps, entrances and corridors are clearly visible.	Annual checks	School Business Manager / Caretaker	Safe movement around school for all users.
Ensure access to the reception area	Keep entrances free from obstruction and ensure wheelchair access is available.	Daily	School Business Manager / Caretaker	Visitors with disabilities can access reception safely and independently.
Maintain safe access for visually impaired people	Ensure external lighting works. Use hazard markings where appropriate and ensure corridors are clearly defined.	Ongoing	School Business Manager / Caretaker/ SENCO	Visually impaired individuals feel safe moving around the school.
Ensure all disabled people can be safely evacuated	Develop Personal Emergency Evacuation Plans (PEEPs) for pupils or staff who need them. Ensure staff understand procedures.	As required	SENCO / Headteacher/ School Business Manager	Safe evacuation procedures are in place and understood by staff.
Ensure fire exits are accessible	Staff ensure fire exits remain clear and usable at all times.	Daily	All Staff	Safe and accessible exits for all pupils and staff.



## 2. Access to the Curriculum

Target	Strategies	Timescale	Responsibility	Success Criteria
Provide staff training on disability issues	Identify training needs during staff meetings and CPD planning.	Ongoing	SENCO / Headteacher / School Business Manager	Increased staff confidence in supporting pupils with disabilities
Ensure staff are aware of pupils' needs	Develop and share Individual Access Plans or support plans where appropriate.	As required	SENCO	Staff understand and respond to pupils' needs effectively.
Ensure school trips are accessible to all pupils	Check venues and transport for accessibility and adapt plans where necessary.	Ongoing	Class Teachers / SENCO	All pupils can participate in educational visits.
Ensure PE is accessible for all pupils	Adapt PE activities where necessary and include inclusive sports opportunities.	Ongoing	PE Coordinator / SENCO	All pupils are able to participate in PE activities.
Promote disability awareness within the curriculum	Include disability awareness within curriculum planning and topic work	As required	SENCO / Senior Leadership Team	Increased understanding and inclusion across the school community.
Ensure access to extracurricular activities	Work with club leaders to ensure reasonable adjustments are in place where needed.	As required	SENCO / School Business Manager	Disabled pupils feel confident participating in clubs and activities
Use ICT to support learning	Review assistive technologies and software to support pupils with additional needs	As required	Computing Coordinator	Appropriate technology supports pupils' learning and targets



### 3. Access to Information

Target	Strategies	Timescale	Responsibility	Success Criteria
Improve communication with parents and carers	Discuss preferred communication formats during meetings with parents.	Annually	Headteacher / School Business Manager/ Admin Staff	Parents feel informed and included.
Ensure school information is accessible	Provide letters and documents in clear, simple language. School office supports parents to complete forms if needed.	Ongoing	School Business Manager/ Admin staff	Parents can understand and access key school information
Provide information in alternative formats when needed	Provide enlarged text, clear print or other formats where required.	As required	School Business Manager/ Admin staff	Pupils and parents can access information in suitable formats.

This plan will be reviewed regularly and updated as necessary.