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Accessibility Audit

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Section 1 - Introduction

1.1 ACCESSIBILITY AUDIT

The audit addresses and recognises the requirements of the Equality Act 2010 (Disability Discrimination Act (DDA) 1995 and 2005) The report includes recommendations for required remedial actions and ongoing monitoring and control measures. Guidance is also referred to such as BS8300: 2009 – Design of Buildings and Their Approach to Meet the Needs of Disabled People – Code of Practice; along with other applicable sources where appropriate.

The content of this report is based on the information and access provided to the consultant at the time of this audit. Any recommendations or advice in this report is based upon evidence seen. Whilst every care is taken to interpret current Acts, Regulations and Approved Codes of Practices, these can only be authoritatively interpreted by Courts of Law.

Undergoing of the recommendations in the report could assist in meeting the requirements of the Equality Act 2010 but does not guarantee it. Nor does compliance with this report remove any liability on the part of the client or give protection against legal proceedings.

1.2 PURPOSE OF AUDIT

The purpose of the access audit is to assess how well a site performs in terms of access and ease of use by a wide range of potential users, including people with disabilities. The audit provides a certain “snapshot” of a building at one point in its life. As the starting point of an ongoing access action plan, it can be used to highlight areas for improvement as well as a general risk

The most obvious part of a building, which determines its accessibility, is the shell. Decisions made by the architect can fundamentally affect the accessibility for a long time.

When the building is fitted out, fixtures and fittings can be critical. Most do not survive as long as the building itself, and if deficiencies are identified, these can be included in the next potential refurbishment.

A building is next furnished and equipped, and at this stage many mistakes can occur. Furnishings are generally short-lived so opportunities for improvement tend to occur more

Finally, as the building is occupied, the way it is used and managed becomes crucial. Accessibility is affected when bad housekeeping exists causing tripping hazards or over-zealous polishing leads to slippery floors. Continual monitoring by management therefore has a considerable role to play.

1.3 AUDIT PROCESS

The audit was undertaken in two stages employing plans of the building, if available, and the checklists in Section 5 (Audit table) The general order of the checklists is:

Checklist Ref	Description
Checklist 1	Approach, Routes & Street Furniture
Checklist 2	Car Parking
Checklist 3	External Ramps
Checklist 4	External Steps
Checklist 5	Entrances
Checklist 6	Reception Areas & Lobbies
Checklist 7	Corridors & Internal Surfaces
Checklist 8	Internal Doors
Checklist 9	Internal Ramps
Checklist 10	Internal Stairs
Checklist 11	Lifts / Platform Lifts
Checklist 12	WCs: General Provision
Checklist 13	WCs: Wheelchair Users
Checklist 14	Facilities
Checklist 15	Way Finding
Checklist 16	Lighting & Acoustics
Checklist 17	Means of Escape
Checklist 18	Building Management

Note: Not all of the above checklists may be relevant to this particular building.

Stage 1 – Information gathering

This is undertaken as a walkthrough audit / inspection of the building using the checklists.

Stage 2 – Results and recommendations

The report suggests possible improvements that can be made to the building. These range from small non-structural adjustments to possibly major structural alterations. It also gives an indication to priorities and costs.

1.4 PRIORITIES

The priorities are dependent upon various factors including:

- Compliance to AD M (Part M of The Building Regulations)
- Client's policy and objectives
- Current use of the building
- Costs involved and available resources
- Plans for refurbishment
- Maintenance programmes
- Agreement of outside agencies (such as a free holder or local highway authority)

Priority ratings are as follows:

Priority A:

Where there are potential health and safety risks or where failure to implement changes would be highly likely to attract legal implications. Immediate action is recommended to put changes into effect.

Priority B:

Where action is recommended within the short term to alleviate an access problem or make improvements that will have a considerable impact.

Priority C:

Where action is recommended within 12 – 24 months to improve access.

Priority D:

Where the recommendation involves excessive costs or should be implemented as part of a long-term plan.

1.5 KEYS FOR COSTS

Budget costs have been included in the form of bands.

- N - None
- M - Minimal
- OG - Ongoing Maintenance
- ST - Structural Change
- EX - Major Structural Change

Please note cost keys are indicative only and that Direct Access Consultancy Ltd can not be held liable for any misinterpretations.

1.6 ABBREVIATIONS

Used throughout the report are the following abbreviations:

- DDA - Disability Discrimination Act
- BS8300 - British Standard BS8300: 2009 - Design of Buildings and their approaches to meet the need of disabled people
- AD M - Building Regulations Approved Document M - Access to and Use of Buildings
- EQ - Equality Act 2010

1.7 SOURCES OF GUIDANCE

There are a number of guidance notes and standards that illustrate good practice in terms of meeting the needs of disabled people.

Listed below are some documents that have been utilised for the purpose of this report.

Building Regulations Approved Document M – Access to and Use of Buildings (2004)

British Standard BS8300:2009 - Design of Buildings and their approaches to meet the need of disabled people.

DDA 1995 Code of Practice 'Rights of Access to Goods, Facilities, Services and Premises' 2005.

Disability Discrimination Act 1995 and 2005, HMSO.

British Standard BS9999:2008 - Code of practice for fire safety in the design, management and use of buildings.

JMU Access Partnership & Sign Design Society – Sign Design Guide- A Guide to Inclusive Signage (2004).

The Access Manual, by Anne Sawyer and Keith Bright, Blackwell, 2003.

Access Audit Price Guide, Building Cost Information Service, 2002.

Please note however the 'DDA' is not prescriptive in its recommendations to improve accessibility. As such, compliance with the Act cannot ultimately be determined or used as a method for assessing accessibility. Only tangible standards set out in guidance documents such as BS8300: 2009 can be referred to for 'compliance'.

1.8 IMAGES

Please note external images are used within this report; these are for illustrative purposes only. External images are indicated along with their source.

Section 2 – Consultation

2.1 ACCESS GROUPS

For the purpose of this report, consultation with local Access Groups has not been undertaken. It is advisable to seek advice from various users groups and appropriate employees prior to undertaking specific adaptation works as a result of recommendations within this report.

2.2 CONSERVATION AREA / LISTED BUILDING STATUS

The site or buildings do not have a listed building status. Professional advice must be sought for planning applications.

2.3 FIRE OFFICER

Where recommendations have been suggested that may have an effect on the evacuation strategy, additional consultation with the Fire Officer is advised prior to works being undertaken.

Section 3 - Site Details

3.1 DESCRIPTION OF PROPERTY

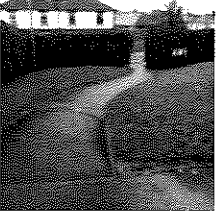
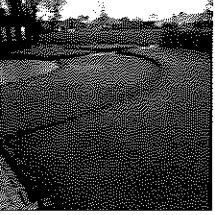
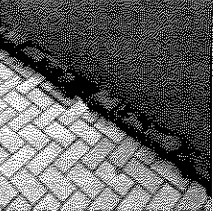


Description	Details
Date of Construction:	Various Ages
Constructed of:	Traditional Construction
Number of Floors:	Basement / Ground Floor / First Floor
Access Via:	Main Entrance / Former Junior Entrance
External Areas:	Approach Routes / Car Parking Area / Play Areas
No. Passenger Lifts	N/A


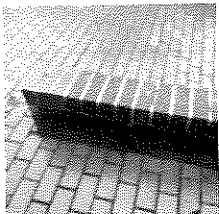
3.2 FACILITIES IN PLACE

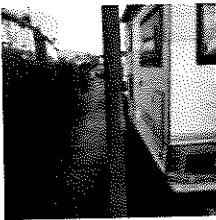
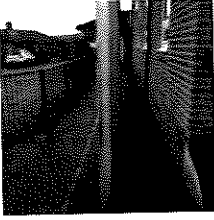
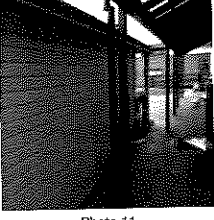
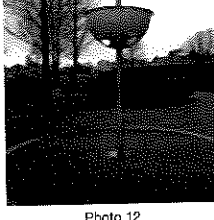
Facility	Details
Ramps	Provided
Platform lifts	N/A
Stair lift	N/A
Visual indicators for fire alarms	None Provided
Induction loops / Infrared systems	None Provided
Accessible toilets	1No Accessible WC Provided
Tactile signage	None Provided
On site assistance	Front Line Staff
Designated parking areas	Not Currently Marked
Evacuation chairs	N/A
Any Other Additional Information:	

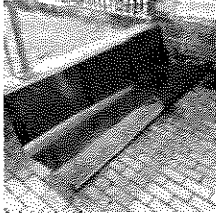
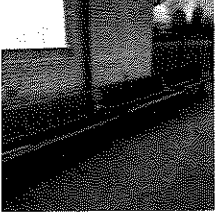
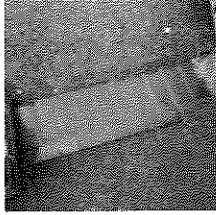
Audit

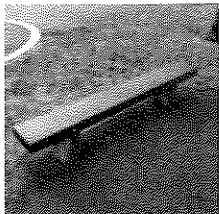
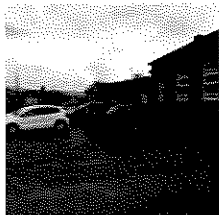
Question	Response	Details
Checklist 1 - Approach Routes & Street Furniture		
1.1 - Is the school within convenient walking distance of:- _ Public Highway and Pathways? _ Public Transport e.g. Bus Stops? _ Car parking? (For car parking refer to Checklist 2)	Yes	The school is close to public transport options. There is a car park available however the accessible bays are yet to be marked out.
1.2 - Route free of kerbs? Do crossings on approach have tactile paving? If there are pedestrian crossings, do these have turn cones to aid people who are DeafBlind?	No	There is no tactile paving provided to the crossing points on approach to the school to aid people with impaired vision. There are also limited level kerbs to aid wheelchair users.
<div data-bbox="108 1115 327 1332" data-label="Image"> </div> <div data-bbox="183 1330 242 1352" data-label="Caption"> <p>Photo 1</p> </div>		

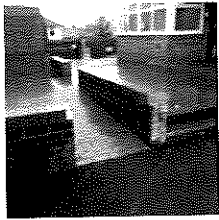
Question	Response	Details
1.3 - Wide enough? If a route or pathway is narrow, is there a suitable passing place for wheelchair users? Is plantation trimmed back and are low branches avoided?	No	<p>The pathway from the left side access gate has a steep gradient that many will struggle to negotiate.</p> <p>The external amphitheater structure is considered to be hazardous with no colour contrast and the wooden edges are damaged.</p> <p>The pathway around the green fencing in the central courtyard is too narrow to be accommodated by wheelchair users.</p>
<div>     </div> <div> Photo 2 Photo 3 Photo 4 Photo 5 </div>		
1.4 - Surfaces even and slip resistant? Is paving flush with no cracks or gaps that could trap the wheels of a wheelchair?	No	Some areas of the car park surfaces are poor with potential tripping hazards.
<div>  </div> <div> Photo 6 </div>		

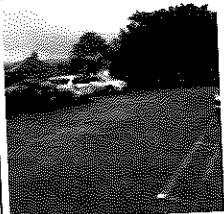
Question	Response	Details
1.5 - Is the location of the school clearly identified from the street? Visual clues and sufficient landmarks to aid orientation?	No	There is limited on street signage on approach to the school.
 <p data-bbox="177 1086 229 1099">Photo 7</p>		
1.6 - Free from hazards such as bollards, litter bins? Are planting features kept to a minimum and are they colour contrasted?	No	The low brick wall opposite the main entrance is not well contrasted against the red brick surround causing a potential hazard.
 <p data-bbox="181 1429 234 1447">Photo 8</p>		

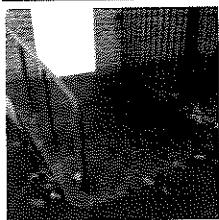

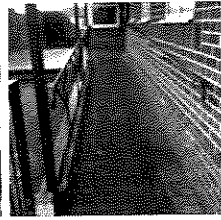
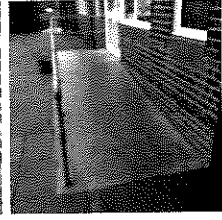
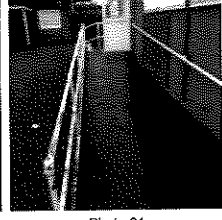
Question	Response	Details
<p>1.7 - Free from hazardous building features such as outward-opening doors, windows or overhangs? Do columns or structural posts have markings at two heights?</p>	<p>No</p>	<p>On approach to the school, the light posts and traffic posts do not feature contrast markings at two heights in accordance to BS8300.</p> <p>There is a large electrical post on approach to the main entrance from the former junior entrance, this is not colour contrasted causing a potential collision hazard.</p> <p>The posts supporting the canopies on the left side do not have markings at two heights.</p> <p>External play structures need to have colour contrast such as the yellow half ball structure which has a silver post.</p>
		 
<p>Photo 9</p>	<p>Photo 10</p>	<p>Photo 11</p> <p>Photo 12</p>

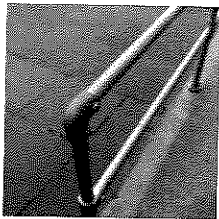
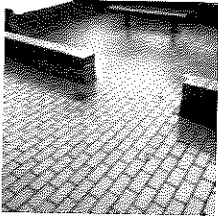
Question	Response	Details
1.8 - Adequate seating provided along routes? Is there seating where parents wait to pick up / drop off their children?	No	The seating outside the main and former junior entrances do not feature armrests to aid people with ambulant disabilities.
 Photo 13  Photo 14		
1.9 - Are entrance gates appropriately colour contrasted and do intercoms have accessible features?	No	Near the former junior entrance, there is a slight step could cause a potential tripping hazard.
 Photo 15		


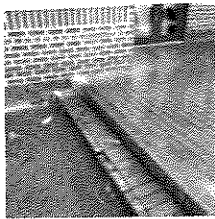
Question	Response	Details
1.10 - Is there appropriate seating within the playing areas? Is there space to the side of seating to allow a wheelchair user to park alongside a seated companion?	No	There is a lack of suitable seating with armrests within the playground areas to aid people with ambulant disabilities.
 <p>Photo 16</p>		
1.11 - Where there is playing equipment, is there a section which is accessible for people with mobility disabilities?	N/A	Accessible playing equipment suitable for wheelchair users and people with mobility disabilities is something that could be added at a later date.
Checklist 2 - Car Parking		
2.1 - Are accessible bays provided for badge holders?	No	There are no accessible bays provided within the car park for blue badge holders.
 <p>Photo 17</p>		

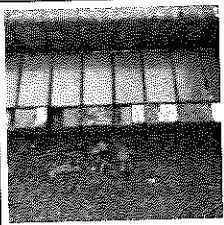
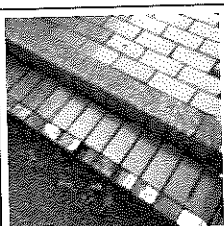
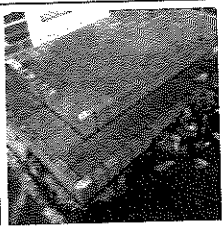
Question	Response	Details
2.2 - Accessible bays clearly sign-posted from the school's car park entrance? Is there signage to the front of the bays?	N/A	When the bays are marked out, there will need to be a sign on entry to the car park to indicate where the accessible bays are located.
2.3 - Are bays marked out appropriately and easily identified? Can car doors be fully opened to allow disabled drivers and passengers to transfer to a wheel chair parked alongside?	N/A	
2.4 - Close enough to facilities the car park serves?	Yes	The car park is located within the immediate vicinity of the main entrance.
2.5 - Routes from parking area to school entrance accessible, with dropped kerbs and appropriate tactile warnings? Car park surface smooth, even and free from loose stones?	No	The approach to the school entrance from the car park is potentially problematic for wheelchair users. It is strongly recommended that this approach is rebuilt in accordance to BS8300.
 <p>Photo 18</p>		


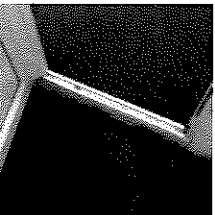
Question	Response	Details
2.6 - For larger car parks, are safety marked out walking routes provided to guard slow moving persons or people with hearing impairments?	No	There are no safety marked out walking routes within the car park potentially putting people at risk, particularly those with hearing impairments who may not hear a car reversing out of its space.
 <p data-bbox="140 1128 201 1144">Photo 19</p>		
2.7 - Is the car park adequately lit? Do staff members frequently check the level of lighting within the car park?	No	Site management should check the lighting levels within the car park during darker hours to ensure they are sufficient.
Checklist 3 - External Ramps		


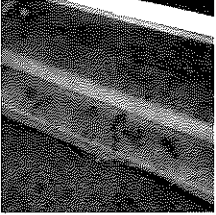

Question	Response	Details
<p>3.1 - Wide enough and suitably graded? Is there colour contrast to the surface of the ramp?</p>	<p>No</p>	<p>The fire exit out of the main hall has a gradient which is non compliant however is deemed reasonable to retain in the short term. Add colour contrast to the surface to indicate the presence of a gradient.</p> <p>The two ramps to the left side of the school do not have colour contrast to the surface to indicate the presence of a gradient.</p> <p>The main entrance ramp does not have colour contrast to the surface to indicate the presence of a gradient.</p> <p>The ramp within the central courtyard does not have colour contrast to indicate the presence of a gradient.</p> <p>The ramp up to the mobile entrances does not have colour contrast to the surface to indicate the presence of a gradient.</p>
 <p>Photo 20</p>	 <p>Photo 21</p>	 <p>Photo 22</p>  <p>Photo 23</p>  <p>Photo 24</p>

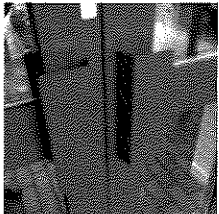
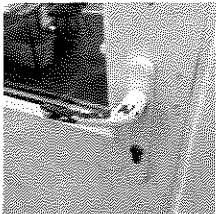
Question	Response	Details
3.2 - Suitable handrails on each side?	No	One of the ramps within the central courtyard has handrails of exposed metal making them cold to touch.
 <p>Photo 25</p>		
3.3 - Surface slip-resistant, firmly fixed and easy to maintain?	No	The red brick surfaces to the front of the main entrance were deemed to be quite slippery. There is no colour contrast to indicate where the gradients are causing a potential stumbling hazard.
 <p>Photo 26</p>		
3.4 - Edges protected to prevent accidents?	N/A	Further edging is not deemed required for the external ramps.
Checklist 4 - External Steps		



Question	Response	Details
4.1 - Visual and tactile warnings at the top and bottom of steps?	No	The steps either side of the main entrance do not have tactile paving and these steps are 'open' which could take someone by surprise and cause a potential stumbling hazard.
 <p data-bbox="172 1122 236 1137">Photo 27</p>		
4.2 - Suitable handrails on each side? Are handrails suitably colour contrasted to aid people with impaired vision?	No	<p>The steps either side of the main entrance do not have any handrail provision.</p> <p>2No fire exit steps out of the kitchen do not have any handrails provided.</p>
 <p data-bbox="172 1509 236 1525">Photo 28</p>		
4.3 - Lighting adequate and well positioned? Are steps appropriately illuminated during darker hours?	No	Site management should check the lighting levels during darker hours to ensure they are sufficient.

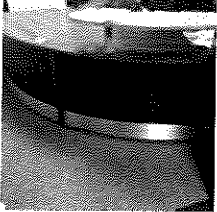
Question	Response	Details
4.4 - Treads long enough and all of the same length?	Yes	All of the external steps have treads which are long enough and they are of the same length.
4.5 - Risers shallow enough, all of the same height, and unlikely to trip users? Are there open risers?	No	The steps left side of the main entrance are partially damaged causing a potential hazard.
 <p>Photo 29</p>		
4.6 - Nosings readily identifiable? If nosings are painted, is the paint still durable with no wear and tear?	No	<p>The steps either side of the main entrance do not have suitable colour contrast provided to the edge of the step nosings.</p> <p>2No fire exit steps out of the kitchen do not have colour contrast provided to the edge of the step nosings.</p>
 <p>Photo 30</p>  <p>Photo 31</p>		
Checklist 5 - Entrances		

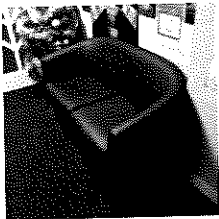

Question	Response	Details
5.1 - Main school entrances easy to find? Is the entrance clearly distinguishable from facade?	Yes	The bright blue school entrance is well contrasted against the surround to aid people with impaired vision.
 <p>Photo 32</p>		
5.2 - Door opening wide enough for all users? Enough space alongside leading edge for a wheel chair user to open the door while clear of the door swing?	Yes	The main entrance has a width which provides sufficient clearance for wheelchair users.
5.3 - Level or flush threshold?	No	<p>A level threshold is provided through the main entrance.</p> <p>The entrances for the mobile have a raised threshold causing potential difficulties for wheelchair users.</p>
 <p>Photo 33</p>		

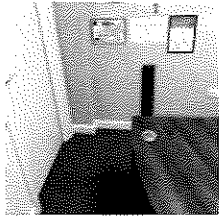
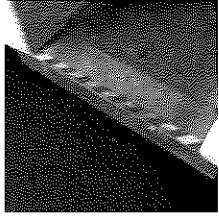
Question	Response	Details
5.4 - If there are steps at the main entrance, is there signage indicating where the accessible entrance is located?	No	There are 2No steps up to the former junior entrance, it is recommended that a ramp be constructed. Note at current the steps do not have colour contrast to the edge of the step nosings and there are no handrails provided.
  <p data-bbox="196 1126 252 1144">Photo 34</p> <p data-bbox="419 1126 475 1144">Photo 35</p>		
5.5 - Can people each side of the door, either standing or seated, see each other and be seen? If the entrance is solid, is this due to security concerns?	No	<p>The main entrance is fully glazed which provides a clear view into the building.</p> <p>It was noticed that notices were being positioned on the vision panels causing a potential collision hazard.</p>
 <p data-bbox="196 1514 252 1532">Photo 36</p>		

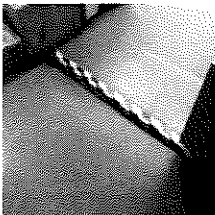

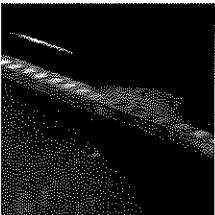

Question	Response	Details
5.6 - Door control at a suitable height for both standing and seated users? Are door handles clearly located, easy to use and grip?	No	The main entrance has door handles which are the same colour as the frame resulting in a lack of colour contrast. The door handles for the mobile entrances are not colour contrasted.
<div>   </div> <div> <p>Photo 37</p> <p>Photo 38</p> </div>		
5.7 - Door closer of appropriate type? Can the door be easily opened single handedly?	Yes	
5.8 - Entry phones and intercoms detailed to allow use by people with sensory or mobility impairments? Is there an LED display to accommodate people with hearing impairments?	No	The door intercom/camera at the main entrance is positioned too high off the ground floor level for wheelchair users or for people of short stature.
5.9 - Glazed entrance door: markings for safety and visibility? If manifestations are provided, are these suitably colour contrasted against their background?	N/A	
5.10 - Weather mat of firm texture and flush with floor?	Yes	
5.11 - Are automatic doors provided? If so, do these remain open long enough for a slow-moving person to pass through? Are visual and tactile warnings provided? If automatic doors are operated via a push pad rather than a sensor, are these clearly seen on approach? (internally and externally)	N/A	


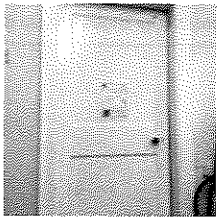
Question	Response	Details
5.12 - Is there a second set of doors / lobby doors and are these accessible?	No	It is recommended that the main entrance foyer doors be replaced with a door and half system to allow a greater clearance through the master leaf.
 <p>Photo 39</p>		
Checklist 6 - Reception Areas and Lobbies		
6.1 - Clear view in from outside? Can receptionists see visitors and provide assistance if necessary?	No	The layout of the school and reception does not permit staff to see who is approaching the school. Deemed reasonable to retain.
6.2 - Transitional lighting? Is the entrance lobby and reception area well illuminated?	Yes	
6.3 - Reception/desk/counter/ checkout suitable for approach and use from both sides by people either standing and seated?	Yes	The reception has a lowered section to accommodate wheelchair users or people of short stature.
 <p>Photo 40</p>		

Question	Response	Details
6.4 - Surfaces suitable? Is there colour contrast to the flooring in front of the reception desk and are edges highlighted?	No	The reception does not have colour contrast provided to the front to aid people with impaired vision.
 <p data-bbox="188 1072 240 1088">Photo 41</p>		
6.5 - Induction loop fitted? Is there signage indicating the availability of the facility? Are front line staff aware of the facility and its purpose?	No	There is no induction loop provided to the reception desk to accommodate hearing aid users who struggle when there is background noise.
6.6 - If security permits the use of a glazed screen, is this non-reflective and free of glare which could hinder lip-readers?	N/A	
6.7 - Is there a minicom provided for deaf people? Is the availability of this facility highlighted on the website and on leaflets?	No	The school does not have a minicom provided to accommodate hearing impaired people who are unable to use the telephone.

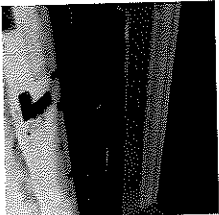
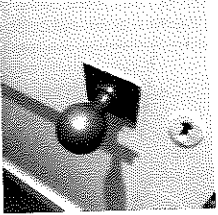
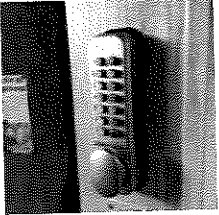
Question	Response	Details
6.8 - Seating designed for ease of use? Is there a management procedure to ensure spaces are provided for wheelchair users?	No	The sofa style seat opposite the reception desk may not be suitable for all users.
 <p>Photo 42</p>		
6.9 - Is there a procedure to ask visitors if they have any access requirements prior to their visit to the school?	No	There does not appear to be a procedure to ask visitors if they have any access requirements prior to visiting the school.
6.10 - When checking in / signing in, are visitors asked if they may require assistance if the fire alarm is activated?	No	There is not a procedure to ask visitors if they may require assistance in the event of the fire alarm being activated. This could potentially be incorporated as part of the check in screen.
 <p>Photo 43</p>		
Checklist 7 - Corridors and Internal Surfaces		

Question	Response	Details
7.1 - Corridor wide enough for a wheel chair user to manoeuvre and for other people to pass? Turning space for wheel chair users?	No	There is no sufficient manoeuvrability into the SEN office or rear staff office due to the positioning of the reception desk.
 <p data-bbox="204 1070 263 1093">Photo 44</p>		
7.2 - Free from obstruction to wheel chair users and from hazards to people with impaired sight? Are there any internal columns that have a lack of colour contrast?	No	All of the internal steps need to be colour contrasted to minimise a potential tripping hazard.
 <p data-bbox="204 1417 263 1440">Photo 45</p>		

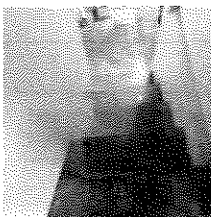
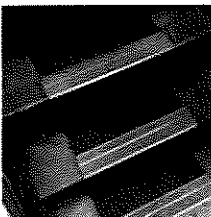
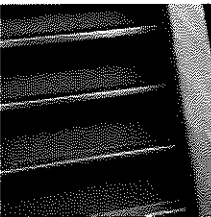
Question	Response	Details
7.3 - Are all key facilities within the school accessible for all users? Eg Sport Hall, Main Hall, Music Room, Changing Room etc. Where there are facilities not available can these be 'swopped' with a standard classroom?	No	<p>The majority of rooms have a step up into them including the main hall, this denies independent access for wheelchair users and could be considered discriminatory. There is a small wooden ramp available however this is not an appropriate permanent solution and requires 'assistance'</p> <p>There is no step free access available to the first floor where there are further offices.</p> <p>There is no step free access to the basement area.</p> <p>There is a large meeting room on the first floor near the staff room which is inaccessible for those unable to negotiate steps.</p>
<div>     </div> <div> <p>Photo 46</p> <p>Photo 47</p> <p>Photo 48</p> <p>Photo 49</p> </div>		
7.4 - Floor surfaces suitable for passage of wheelchairs? Junctions between floor surfaces correctly detailed?	Yes	Throughout the school, floor surfaces are suitable for passage of wheelchair users. Additionally, the junction between floor surfaces are appropriately detailed with no potential tripping hazards identified.
7.5 - Colours, tones and textures varied to help people distinguish between surfaces and fixtures and fittings? Do the floors suitably colour contrast against the walls (this can also be achieved by having well contrasted skirting boards)	No	The colour scheme employed throughout the school does not have good use of contrast to aid people with impaired vision. The flooring, walls and doors are similar in tone and colour.


Question	Response	Details
7.6 - Floor surfaces slip-resistant? Bright, boldly patterned floors avoided? Busy or distracting wall coverings avoided?	Yes	Throughout the school, the floor surfaces appear to be slip-resistant. There does not appear to be any bright and boldly patterned floors that could potentially cause confusion for people with impaired vision. Busy or distracting wall coverings have been avoided.
Checklist 8 - Internal Doors		
8.1 - Distinguishable from surroundings?	No	Various doors are not suitably colour contrasted against their surroundings.
<div>   </div> <p>Photo 50 Photo 51</p>		
8.2 - Glass door: clearly visible when closed? Are manifestations suitably colour contrasted against the background?	N/A	There are no fully glazed doors on site that require manifestations.

Question	Response	Details
<p>8.3 - Can people each side of the door, either standing or seated, see each other and be seen? Are vision panels kept clear of temporary notices? (for an example classroom entrances)</p>	<p>No</p>	<p>Various doors do not have sufficient vision panels installed such as the entrance for the Sen Office, the mobile classrooms and Year 3.</p> <p>It was noticed that notices were being positioned on the vision panels, this can cause a potential collision hazard.</p>
<div data-bbox="102 967 316 1182" data-label="Image"> </div> <div data-bbox="325 967 539 1182" data-label="Image"> </div> <div data-bbox="549 967 762 1182" data-label="Image"> </div> <div data-bbox="181 1182 240 1205" data-label="Caption"> <p>Photo 52</p> </div> <div data-bbox="405 1182 464 1205" data-label="Caption"> <p>Photo 53</p> </div> <div data-bbox="628 1182 687 1205" data-label="Caption"> <p>Photo 54</p> </div>		
<p>8.4 - Clear opening width sufficient for a wheel chair user? Adequate space available alongside leading edge for a wheel chair user to open the door while clear of the door swing?</p>	<p>No</p>	<p>At the next refurbishment it would be recommended that the Sensory Room and Sen Office entrances be widened to provide a clearance of at least 850/900mm if feasible.</p> <p>When double doors are replaced, they should be replaced with a door and a half system to allow a greater clearance through the master leaf.</p>
<div data-bbox="102 1397 316 1612" data-label="Image"> </div> <div data-bbox="325 1397 539 1612" data-label="Image"> </div> <div data-bbox="181 1612 240 1635" data-label="Caption"> <p>Photo 55</p> </div> <div data-bbox="405 1612 464 1635" data-label="Caption"> <p>Photo 56</p> </div>		

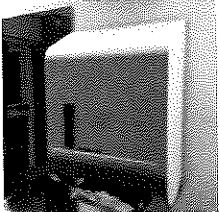
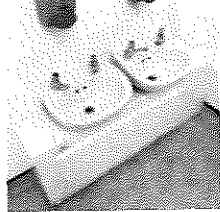
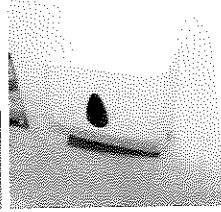
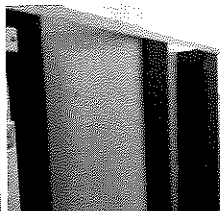
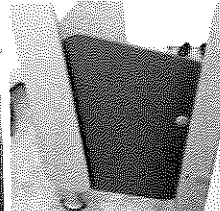
Question	Response	Details
8.5 - Door control at a height suitable for both standing and seated users? Easily gripped and operated? Control clearly distinguishable from the door itself?	No	Many of the doors have dated non-compliant door furniture. Door knobs can be difficult to use by people with dexterity impairments.
<div>   </div> <div> <p>Photo 57</p> <p>Photo 58</p> </div>		
8.6 - Door light enough to open easily? Door closers of an appropriate type and with minimum necessary opening pressure?	No	Numerous doors throughout the school have heavy opening pressures that require more than 30 Newtons of force to open. For an example the entrance to the former nursery toilet.
8.7 - Where there are security keypads or readers, are these suitably positioned for potential staff members with disabilities?	No	There is a mixture of keypads used on site and are positioned too high off the ground floor level for wheelchair users. Many people with dexterity impairments can find these difficult to use.
<div>  </div> <div> <p>Photo 59</p> </div>		
Checklist 9 - Internal Ramps		

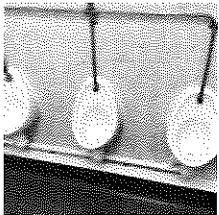

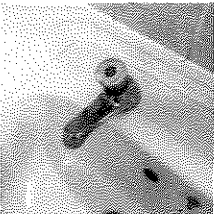
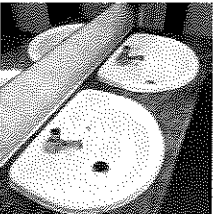
Question	Response	Details
9.1 - Ramp available for short rise within single storey?	N/A	
9.2 - Wide enough and suitably graded? Surface slip resistant?	N/A	
9.3 - Exposed edges protected to prevent accidents?	N/A	
9.4 - Suitable handrail each side?	N/A	
9.5 - If permanent ramp cannot be constructed, is a suitable portable ramp available? If a portable ramp is provided, is there signage indicating the availability of the facility.	N/A	
Checklist 10 - Internal Stairs		
10.1 - Treads long enough and each of same length?	Yes	All of the internal steps have treads which are long enough and are each of the same length.
10.2 - Risers shallow enough, all of the same height, and unlikely to trip users?	Yes	

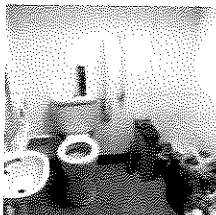
Question	Response	Details
10.3 - Nosings readily identifiable?	No	<p>The steps down to the basement area do not have colour contrast provided to the edge of the step nosings.</p> <p>Stairwell 1 (near basement steps) needs to have new brightly colour contrasted nosing strips installed as the existing has now faded.</p> <p>Stairwell 2 (near staff room) has nosing strips which are black seen against red treads which results in suitable colour contrast.</p>
 <p>Photo 60</p>	 <p>Photo 61</p>	 <p>Photo 62</p>

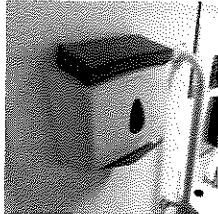
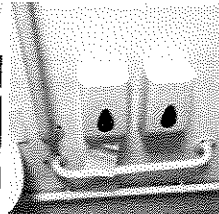
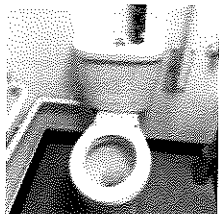
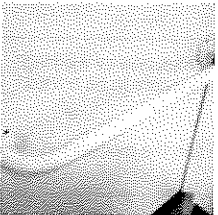
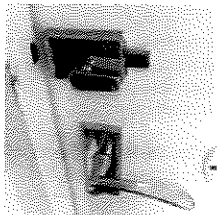
Question	Response	Details
10.4 - Suitable handrails on each side? Do handrails extend 300mm beyond the first and last step pitch-line? Are handrails suitably colour contrasted?	No	<p>The steps down to the basement area do not have any handrail provision.</p> <p>Stairwell 1 (near basement steps) has a handrail provided to one side only.</p> <p>Stairwell 2 (near staff room) has a handrail provided to one side only.</p>
 <p>Photo 63</p>		
10.5 - Landings big enough and provided at intermediate levels in a long flight?	No	Stairs do not have tactile warning surfaces to the top and bottom of the flights to accommodate people with impaired vision.
10.6 - Within stairwells is the lighting adequate and well positioned? Are wall lights avoided?	N/A	
Checklist 11 - Lifts		
11.1 - Passenger lift available for vertical circulation within a building of more than one storey?	N/A	Not deemed reasonable or feasible to install a lift.
11.2 - Car dimensions sufficient to allow space for wheel chair user? Door opens wide enough for wheel chair users?	N/A	
11.3 - Support rails in car appropriately designed and positioned?	N/A	

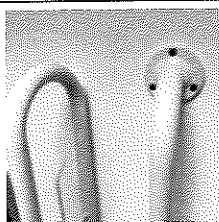
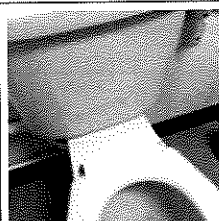
Question	Response	Details
11.4 - Is there a mirror within the lift car?	N/A	
11.5 - Delayed-action closer and override (not a door pressure system) to allow slow entry or exit?	N/A	
11.6 - Controls, including emergency call, located easily using visual or tactile information and within easy reach of all users?	N/A	
11.7 - Voice indication of floor reached? Is audio loud enough to be heard by hearing aid users?	N/A	
11.8 - Is there a floor level indicator inside and outside the lift to reassure people with hearing impairments?	N/A	
11.9 - Is there a 1500mm x 1500mm contrasting surface outside the lift and are lift doors suitably colour contrasted to aid people with impaired vision? Immediately outside lift: sufficient unobstructed space for waiting and manoeuvring by wheel chair users?	N/A	
Checklist 12 - WC Provision & Changing Areas		
12.1 - Lobby door light enough to open easily? Lobby of sufficient size for easy access?	Yes	
12.2 - Slip-resistant floors throughout?	Yes	Slip resistant flooring is provided within each of the WCs.

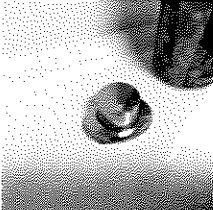
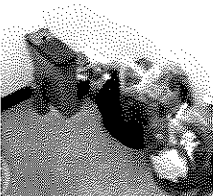
Question	Response	Details
12.3 - Fittings all easily distinguishable from background? Are hand dryers and sanitary ware easily seen against their surroundings?	No	Throughout the WCs the colour contrast is poor. The fittings and fixtures are not easily seen against their backgrounds.
   <p>Photo 64 Photo 65 Photo 66</p>		
12.4 - Compartment door controls all easily gripped and operated? Are cubicle doors suitably colour contrasted against the panels?	Yes	Cubicle doors throughout are well contrasted to aid people with impaired vision.
  <p>Photo 67 Photo 68</p>		



Question	Response	Details
12.5 - Are urinals well contrasted and do they have grab rails to assist people with ambulant disabilities?	No	Urinals do not have a grab rail to aid people with ambulant disabilities.
 <p>Photo 69</p>		
12.6 - Are lever style taps provided within the WCs to aid people with dexterity impairments?	No	Not all toilets have lever style taps to aid people with dexterity impairments. The recently refurbished ladies staff WC on the first floor has lever style taps installed.
   <p>Photo 70 Photo 71 Photo 72</p>		
12.7 - When there is no accessible WC available, is there a facility provided for people with ambulant disabilities?	No	The fittings within the former nursery toilet are too low for their current purpose.
12.8 - Where there are shower facilities, is a grab rail provided? Is there a level access shower for disabled people?	N/A	


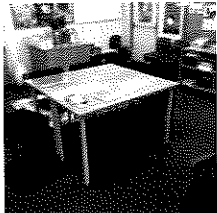

Question	Response	Details
12.9 - Within changing rooms, is there a lower section of pegs to accommodate wheelchair users or people of small stature?	N/A	
Please refer to Checklist 13 for details on accessible WC facilities for disabled people.		
Checklist 13 - WCs: Wheelchair Users		
13.1 - Compartment large enough to allow manoeuvring into position for frontal, lateral, angled and backward transfer unassisted and with assistance?	Yes	The accessible WC has borderline dimensions which comply to BS8300.
 <p>Photo 73</p>		
13.2 - Travel distance to a suitable WC no greater than that for able-bodied people?	No	<p>At current all the visitors, male staff and various nearby working staff use the accessible WC facility. There appears to be limited toilet facilities for staff members.</p> <p>There is no toilet facility within the mobile and the nearest toilets are a considerable distance away.</p>
13.3 - Sufficient space available outside toilet compartment for manoeuvre? Is the entrance wide enough and does it open outwards?	Yes	The accessible WC has an outward opening door which will make it easy to assist someone within the WC should they stumble and rest against the entrance.


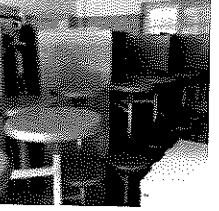
Question	Response	Details
13.4 - Hand washing and dry facilities within easy reach of someone seated on WC? Is the hand basin suitably positioned in accordance to BS8300?	No	All of the fittings within the accessible WC are not colour contrasted against the surround. There is no hand dryer facility for people who struggle to use hand towels.
   <p>Photo 74 Photo 75 Photo 76</p>		
13.5 - Door controls, lock and light switch easily reached and operated? Is there a grab rail to the inner face of the entrance?	No	<p>The entrance has a grab rail installed to the inner however it is not colour contrasted to aid people with impaired vision.</p> <p>The door lock is not compliant to BS8300.</p>
  <p>Photo 77 Photo 78</p>		
13.6 - Tap appropriate for use by a person with limited dexterity, grip of strength?	Yes	A lever tap is provided within the accessible WC which aids people with dexterity impairments.


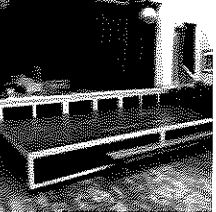
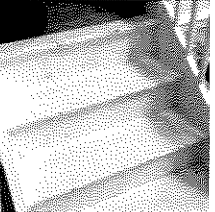
Question	Response	Details
13.7 - Suitably designed grab rails fitted in all positions necessary to assist manoeuvring? Are grab rails suitably colour contrasted to aid people with impaired vision?	No	BS8300 compliant grab rails are provided throughout the accessible WC however they are not suitably colour contrasted against the background upon which they are seen.
 <p data-bbox="156 1115 220 1133">Photo 79</p>		
13.8 - Is there a back rest provided to the toilet pan?	No	There is no backrest provided to the rear of the toilet pan.
 <p data-bbox="156 1415 220 1433">Photo 80</p>		

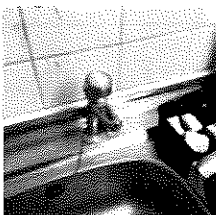

Question	Response	Details
13.9 - Is the flush of a suitable spatula type and is it appropriately located on the transfer side of the toilet pan?	No	The flush is of push style which many people can find difficult to use. There needs to be a spatula style flush installed on the transfer side of the toilet pan.
 <p>Photo 61</p>		
13.10 - Is the transfer side of the toilet pan kept clear of any obstacles that may deny wheelchair users all of the transferring techniques in which an accessible WC is designed to provide?	No	On the day of the survey, the sanitary bin and items were stored within the transfer area of the accessible WC denying wheelchair users the appropriate transferring techniques in which an accessible WC is designed to provide.
 <p>Photo 62</p>		

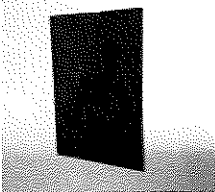
Question	Response	Details
13.11 - Is there a cord alarm? Is this coloured red with two triangular bangles and easy to reach from floor level?	No	A cord alarm is provided within the accessible WC facility however there is only one alarm reset provided on the outside.
 <p>Photo 83</p>		
Checklist 14 - Facilities		
14.1 - Are seats provided at intervals along long internal routes or where waiting likely? Seats stable, with armrests and provided in a range of heights? Space for wheelchair user to pull up alongside a seated companion?	No	There are no chairs with armrests provided within the main hall to aid people with ambulant disabilities.
 <p>Photo 84</p>		


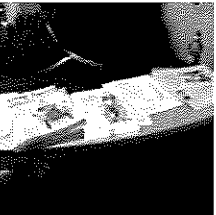
Question	Response	Details
14.2 - Are chairs with armrests provided within the Staff Room and other key locations such as meeting areas?	No	There are no appropriate chairs with armrests provided within the staff room. The existing sofa style seating not be suitable for all users.
 <p data-bbox="134 1093 193 1111">Photo 85</p>		
14.3 - Are a number of chairs with armrests available within each classroom?	No	Classrooms do not have chairs with armrests to aid people with ambulant disabilities. This includes rooms within the mobile.
 <p data-bbox="134 1413 193 1431">Photo 86</p>  <p data-bbox="355 1413 414 1431">Photo 87</p>		


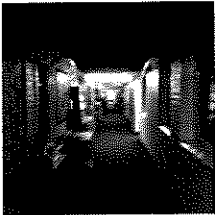
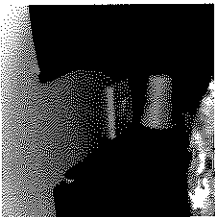
Question	Response	Details
14.4 - Do dining room counters have provision on both sides for wheelchair users? Do these counters have an induction loop to accommodate hearing aid users?	No	The dining counter does not have an induction loop to aid hearing impaired people.
 <p data-bbox="140 1059 199 1077">Photo 88</p>		
14.5 - Do vending machines have all operating parts at less than 1200mm off the floor level and are they suitably colour contrasted?	N/A	
14.6 - Does the dining room have appropriate seating rather than fixed seating which can be inaccessible for a range of users?	No	Not everyone may find the pull out seating easy to use.
 <p data-bbox="140 1476 199 1494">Photo 89</p>		
14.7 - Is there a dropped counter and an induction loop available for the Library counter?	N/A	


Question	Response	Details
14.8 - Where there are IT facilities i.e. within classrooms and the Library (if applicable) are height adjustable computer desks available?	No	There are no height adjustable tables provided to accomodate wheelchair users and people of short stature.
 <p>Photo 90</p>		
14.9 - In the Main Hall, is the stage raised? If so what is the current procedure for wheelchair users? For an example when receiving awards on Speech Day?	No	<p>The main hall stage is not accessible for wheelchair users.</p> <p>The steps for the main hall stage are not colour contrasted.</p>
 <p>Photo 91</p>  <p>Photo 92</p>		

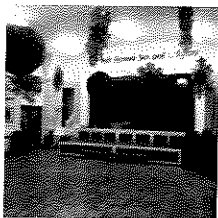

Question	Response	Details
14.10 - Does the kitchen sink within the Staff Room have a lever tap to accommodate people with dexterity impairments? Do kitchen sinks within the classrooms have lever taps?	No	Sinks within the classrooms and kitchenettes for staff do not feature lever style taps to aid people with dexterity impairments.
<div>   </div> <div> <p>Photo 93</p> <p>Photo 94</p> </div>		
Checklist 15 - Way Finding		
15.1 - Overall layout of school reasonably clear and logical? Is there signage available in Braille and tactile?	No	There is no tactile or Braille signage provided throughout the school.
15.2 - On entering the reception area, are signs designed and located to convey information to visitors with sight impairments and wheel chair users with lower eye levels?	No	There is very limited reception signage, not identified as a high priority as visitors are always escorted.


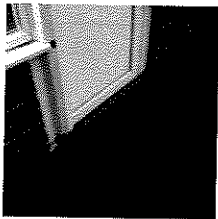
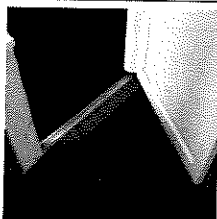
Question	Response	Details
15.3 - Are standard toilet facilities suitably signed? On approach and on the actual entrances? Are the locations of the accessible WC facilities suitably identified and located? Does signage have the International Symbol of Access? (Wheelchair symbol)	No	There is no tactile or Braille signage provided on the doors to aid people with impaired vision.
 <p>Photo 95</p>		
15.4 - Within stairwells are each of the levels clearly identifiable by tactile and visual information?	N/A	
15.5 - Are the location of the lifts clearly signed at key locations throughout the school? Is there lift signage near the reception area and on entry to key stairwells?	N/A	Not deemed feasible or reasonable to install a lift.

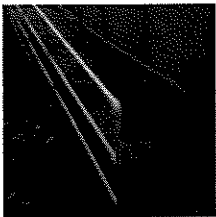
Question	Response	Details
15.6 - Are notice boards well structured and the use of reflective protective covers avoided? Are temporary notices illustrated using good practice i.e. use of lower and upper case lettering?	No	Numerous temporary signs were typed out in capital letters which do not promote best practice.
 <p>Photo 96</p>		
15.7 - Are leaflets provided at suitable heights for wheelchair users and for people of small stature? Are leaflets available in alternative accessible formats such as Braille, Moon or Large Print? Are staff aware that materials can be provided in accessible formats on request? Is facility indicated as being available?	No	There is no signage to state that leaflets can be provided in accessible formats on request.
 <p>Photo 97</p>		
15.8 - If this is a large school, is information also given in tactile form (such as maps and models)?	N/A	

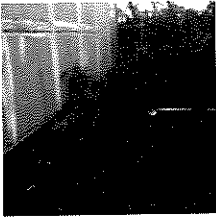
Question	Response	Details
Checklist 16 - Lighting & Acoustics		
16.1 - Lighting designed to meet a wide range of users needs? Level of lighting sufficient for intended use? Lights positioned where they do not cause glare, reflection, confusing shadows or pools of light and dark?	No	The lighting is deemed to be extremely poor within the main corridor routes.
<div>   </div> <div> <p>Photo 98</p> <p>Photo 99</p> </div>		
16.2 - Can occupiers control lighting? Are light switch plates suitably colour contrasted and appropriately positioned for a wheelchair user?	No	<p>The majority of the light switch plates are not suitably colour contrasted against their background.</p> <p>Wheelchair users may struggle to reach the light switch for the accessible WC.</p>
<div>  </div> <div> <p>Photo 100</p> </div>		


Question	Response	Details
16.3 - Are classrooms appropriately illuminated and are blinds available to control the natural day lighting? Is glare avoided which can hinder attempts by people with hearing impairments to lip-read?	Yes	Blinds are provided within the classrooms which helps to control the glare that could hinder people trying to lip-read.
 <p>Photo 101</p>		
16.4 - Quiet and noisy areas separated by a buffer zone? Environment free from unnecessary obtrusive noise (e.g. heating units)?	Yes	There was no obvious unnecessary obtrusive noises identified such as potentially from an IT server.
16.5 - Good balance of hard and soft surfaces?	Yes	There is a mixture of hard and soft surfaces and furnishings available throughout the site.

Question	Response	Details
16.6 - Are induction loops fitted within the key areas i.e.- Main Hall, Sports Hall, key study areas e.g. Music Room.	No	There is no induction loop provided within the main hall to benefit hearing aid users. The meeting room on the first floor does not have an induction loop installed for hearing aid users.
<div>   </div> <div> <p>Photo 102</p> <p>Photo 103</p> </div>		
16.7 - Are portable induction loops available? Are staff members aware of how to use the facility and are they kept charged?	No	No portable induction loops are provided that could be transported around the school as when required.
Checklist 17 - Means of Escape		
17.1 - Audible alarm system supplemented by visual system?	No	There are no visual alarms to inform people with hearing impairments in the event of the fire alarm being activated.

Question	Response	Details
17.2 - Ground floor exit routes accessible to all, including wheel chair users, as entrance routes?	No	Various fire exits do not have level egress such as the kitchen or off the central courtyard.
<div>    </div> <div> Photo 104 Photo 105 Photo 106 </div>		
17.3 - Once outside, can a wheelchair user get to a place of safety? Are pathways provided and are these wide enough?	Yes	Once outside, wheelchair users are able to get to a place of safety. The pathways from the site are sufficient to allow appropriate manoeuvrability for wheelchair users.
17.3 - Vertical escape from upper to lower floors possible using a fire-protected lift with an independent power supply?	N/A	
17.4 - If disabled people are unable to leave the building, is there a suitable refuge area? Is there an intercom provided within the refuge area and does this have accessible features such as an LED display?	No	Using the roof as a fire exit refuge is not appropriate if not designed accordingly.
17.5 - Are EVAC chairs provided and is there signage indicating their location?	N/A	EVAC chairs are not required as there is no access to the first floor for people with mobility impairments.
17.6 - Are staff trained in how to use the EVAC chairs? This is a legal requirement under the Health and Safety at Work Act 1974. When were the EVAC chairs last tested and maintained? A legal requirement under the Provision and Use of Work Equipment Regulations 1998.	N/A	
Checklist 18 - Building Management		

Question	Response	Details
18.1 - External Routes; Including steps and ramps, kept clean, unobstructed and free from surface water, snow and ice?	No	On the day of the survey, the fire exit from the left side mobile classroom was covered in moss which can be slippery, particularly in wetter weather.
 <p>Photo 107</p>		
18.2 - Accessible parking; Designated spaces not used by non-disabled drivers and kept free from obstructions?	N/A	There are currently no accessible bays marked out with the car park for blue badge holders.
18.3 - Horizontal circulation; Space required for wheel chair manoeuvre not obstructed by furniture, deliveries, storage etc.?	Yes	Routes throughout were kept clear of any obstacles that could present potential difficulties for wheelchair users to manoeuvre.
18.4 - Vertical circulation; Lifts, platform lifts and stair lifts checked regularly for proper functioning?	N/A	

Question	Response	Details
18.5 - Means of Escape; Exit routes checked regularly for freedom from obstacles (including locked doors) and combustible materials? Alarm systems, including those in WCs, regularly checked?	No	<p>On the day of the survey, the escape route for the right side mobile classroom was completely obstructed.</p> <p>Site management need to ensure that the appropriate procedures are in place to frequently check the exit routes to make sure that there are no obstacles. Alarm systems including those within the WCs also need to be checked.</p>
 <p>Photo 108</p>		
18.6 - Means of Escape; Personal egress plan available for each member of staff needing assistance? Overall escape strategy for visitors who may need assistance?	No	Site management need to ensure that the appropriate personal egress plans are available for each member of staff needing assistance.
18.7 - Means of Escape; Both general escape strategy and personal emergency egress plans regularly checked for efficiency and effectiveness?	No	Site management need to ensure that both the general escape strategy and personal emergency egress plans are regularly checked for efficiency and effectiveness.
18.8 - Equipment; Are emergency cord alarms tested at regular intervals to ensure that they are working? Are induction loops frequently tested for effectiveness?	No	It is understood that the cord alarm within the accessible WC is tested frequently however it is not clear what the procedure is should the alarm be activated.
The management strategy / system itself was not inspected / analysed and so this was not confirmed. Ensure a means of escape for all staff is administered, involving for example Fire Wardens/colleagues, to sweep all areas in event of a fire to alert hearing impaired people/assist visually impaired people/mobility impaired people, wherever they may be in the building.		

Question	Response	Response	Details
Access Auditor / Surveyor	Steven Mifsud	15/12/2014 17:26	

Photographs



Photo 1



Photo 2



Photo 3



Photo 4

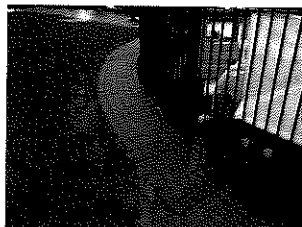


Photo 5



Photo 6



Photo 7

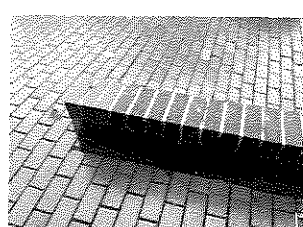


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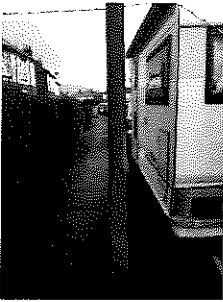


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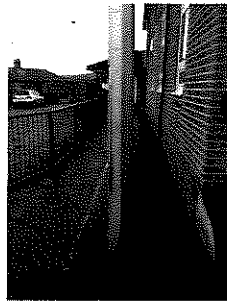


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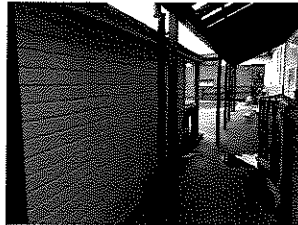


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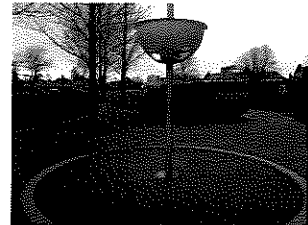


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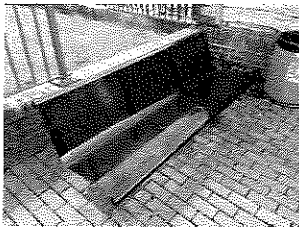


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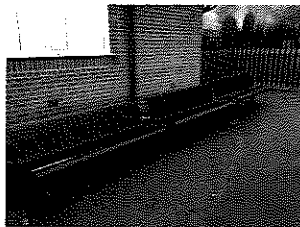


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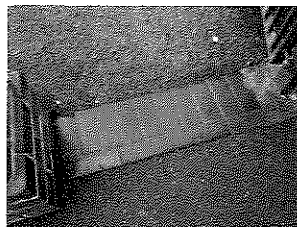


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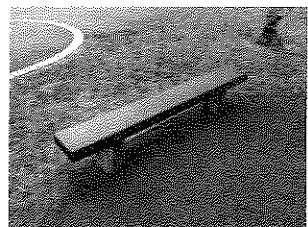


Photo 16



Photo 17



Photo 18



Photo 19

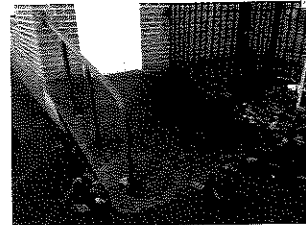


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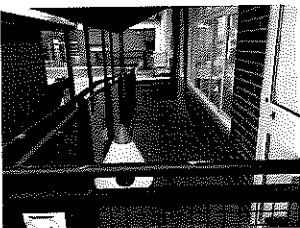


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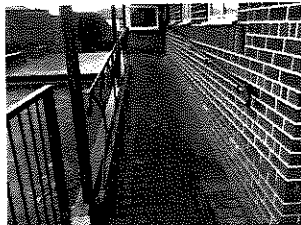


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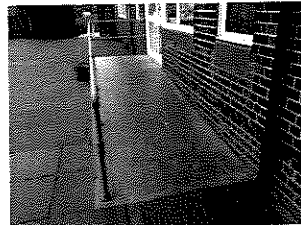


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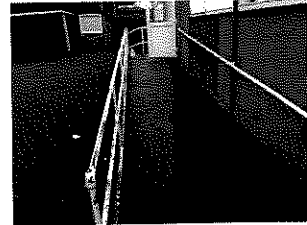


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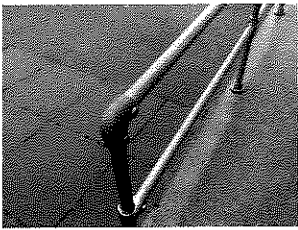


Photo 25



Photo 26



Photo 27

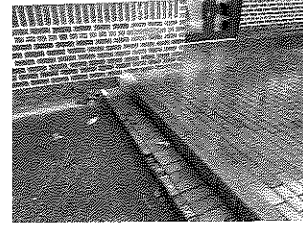


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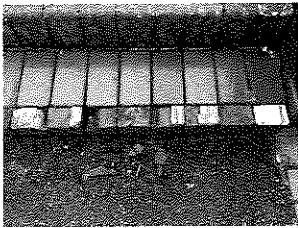


Photo 29



Photo 30

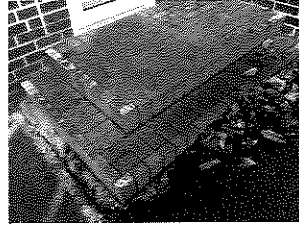


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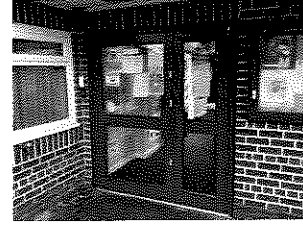


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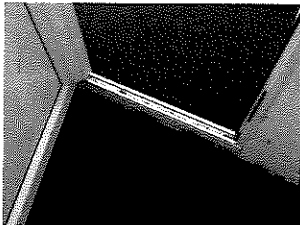


Photo 33



Photo 34

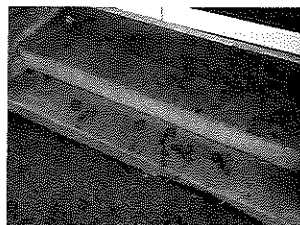


Photo 35



Photo 36

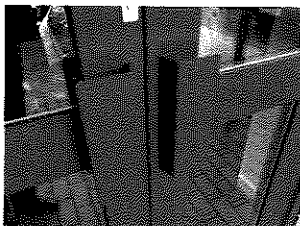


Photo 37



Photo 38



Photo 39



Photo 40

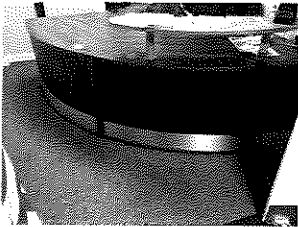


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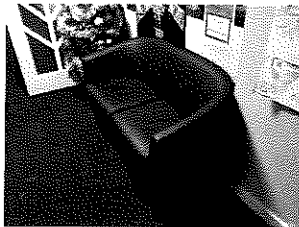


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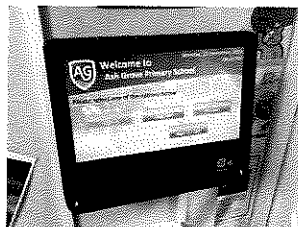


Photo 43



Photo 44

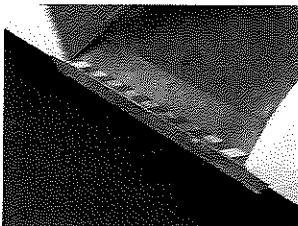


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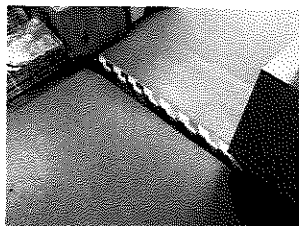


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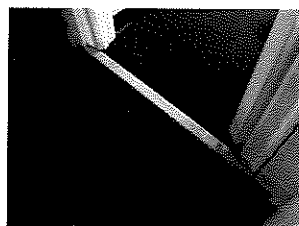


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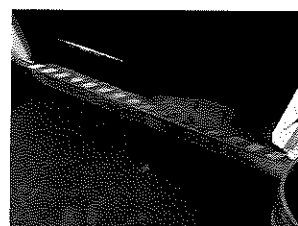


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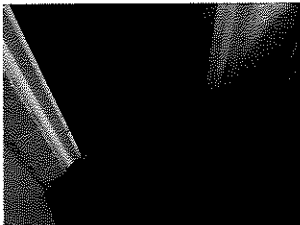


Photo 49



Photo 50

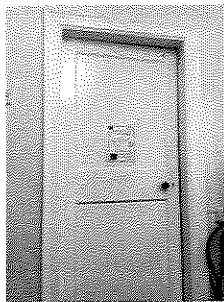


Photo 51



Photo 52



Photo 53



Photo 54



Photo 55

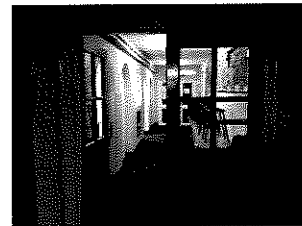


Photo 56



Photo 57

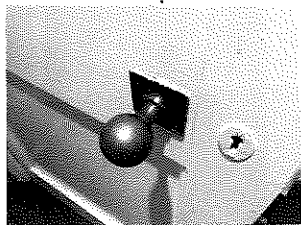


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Photo 59

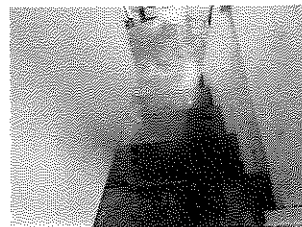


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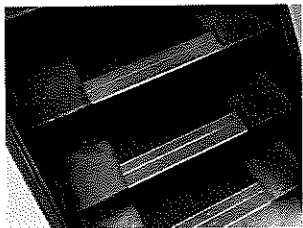


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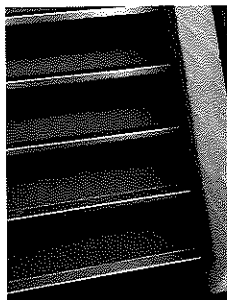


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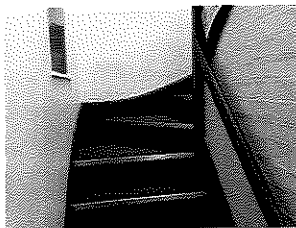


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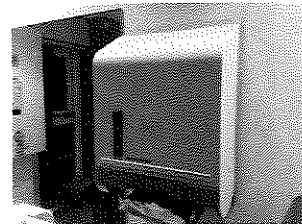


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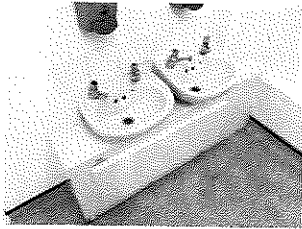


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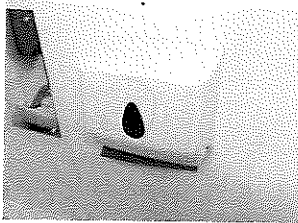


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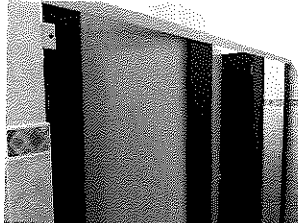


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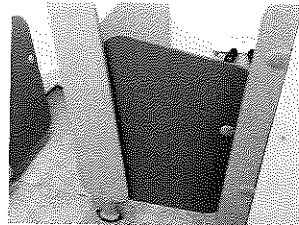


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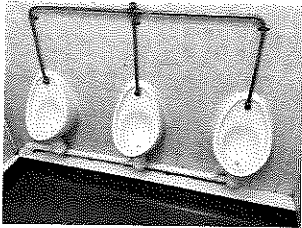


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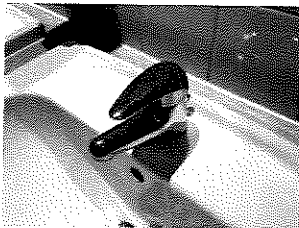


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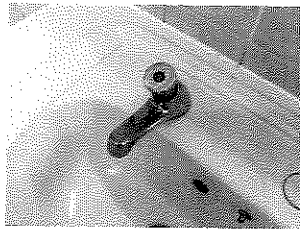


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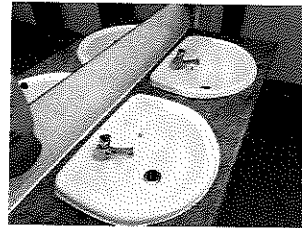


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Photo 73

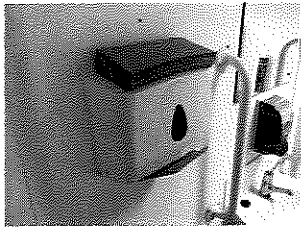


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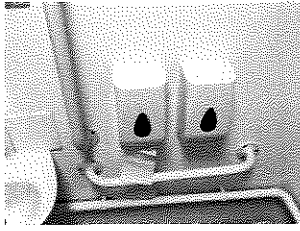


Photo 75



Photo 76

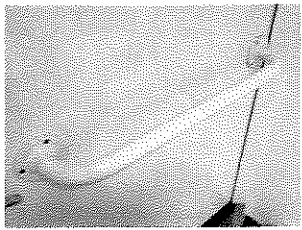


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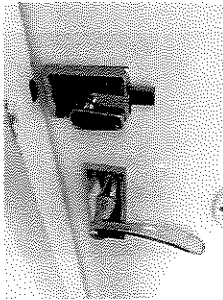


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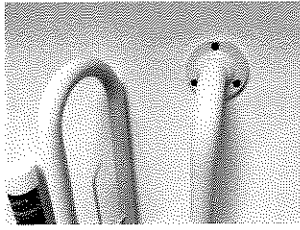


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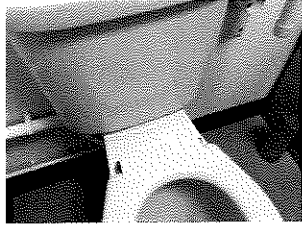


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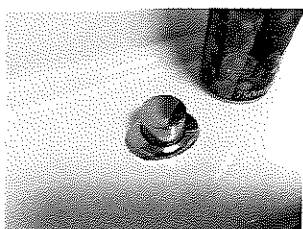


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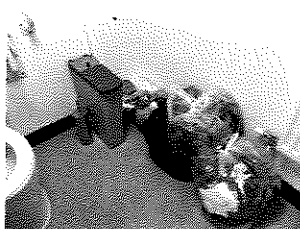


Photo 82



Photo 83

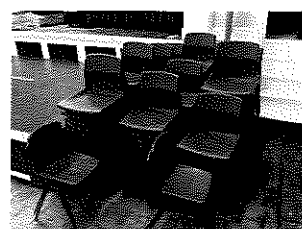


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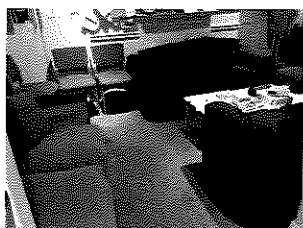


Photo 85



Photo 86

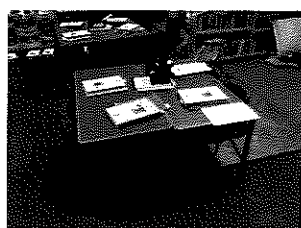


Photo 87



Photo 88



Photo 89

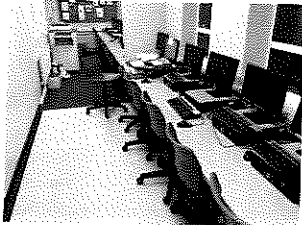


Photo 90

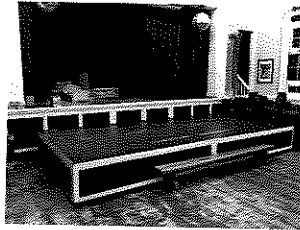


Photo 91

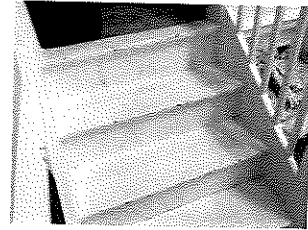


Photo 92



Photo 93



Photo 94

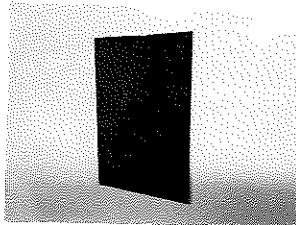


Photo 95



Photo 96

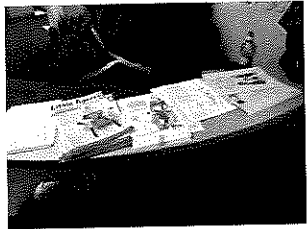


Photo 97



Photo 98

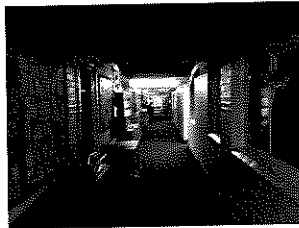


Photo 99



Photo 100

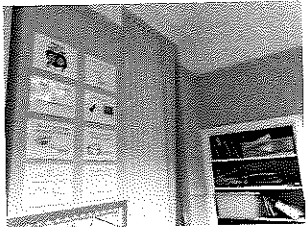


Photo 101



Photo 102



Photo 103



Photo 104

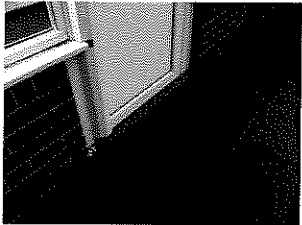


Photo 105

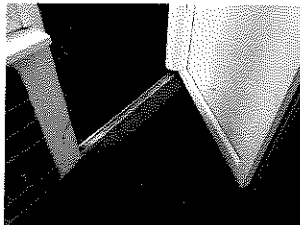


Photo 106

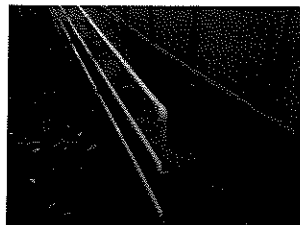


Photo 107

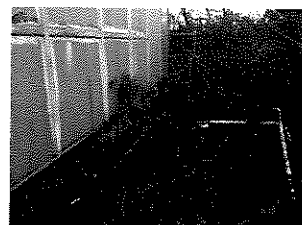


Photo 108

Section 6 – Action Plan

6.1 - ACTION TABLE

COSTS - N = NONE M = MINIMAL OG = ONGOING MAINTENANCE ST = STRUCTURAL CHANGE EX = MAJOR STRUCTURAL CHANGE

Item Ref.	Details / Issue	Recommendation	Est Cost	Action Taken
PRIORITY A				
2.1	There are no accessible bays provided within the car park for blue badge holders.	<p>Provide 2 No accessible parking spaces. Install a sign to the front of each space.</p> <p>The designated accessible parking should be clearly marked out at least 2.4m wide x 4.8m long plus a 1.2m side transfer zone at the side and end of the bay.</p> <p>Implement a management procedure to ensure the use of the accessible parking bays are monitored regularly to limit misuse by non-disabled motorists.</p> <p>There should be a sign at the entrance to the car park to indicate where the accessible parking spaces are located.</p> <p>Refer to BS8300, A sign or, if appropriate, signs should be provided at the entrance to each car park and at each change in direction to direct disabled motorists to designated parking spaces.</p>	M	

2.5	The approach to the school entrance from the car park is potentially problematic for wheelchair users. It is strongly recommended that this approach is rebuilt in accordance to BS8300.	Undertake an architectural feasibility study to redesign the approach to the entrance from the car parking area. Within this report there are recommendations which provide a quick fix. AD M - All access routes to principal, or alternative accessible, entrances should be surfaced so that people are able to travel along them easily, without excessive effort and without the risk of tripping or falling	ST	
3.3	The red brick surfaces to the front of the main entrance were deemed to be quite slippery. There is no colour contrast to indicate where the gradients are causing a potential stumbling hazard.	Refer to 2.5, it is recommended that this area be rebuilt. As part of this, a new surface which is not tiled should be provided.	ST	
4.5	The steps left side of the main entrance are partially damaged causing a potential hazard.	Refer to 2.5, it is recommended that this area be rebuilt. As part of this, a new surface which is not tiled should be provided.	ST	
5.3	The entrances for the mobile have a raised threshold causing potential difficulties for wheelchair users.	Undertake remedial works to the thresholds to ensure flush entrances are provided.	OG	

5.4	<p>There are 2 No steps up to the former junior entrance, it is recommended that a ramp be constructed. Note at current the steps do not have colour contrast to the edge of the step nosings and there are no handrails provided.</p>	<p>It is recommended that depending on the future use of this entrance that a ramp be built to satisfy BS8300 criteria.</p> <p>The ramp should have the lowest practical gradient within the range 1:20 to 1:12</p> <p>The surface width of a ramp, between walls, upstands or kerbs, should be not less than 1500 mm. The ramp surface should be durable, easy to maintain, slip-resistant when wet (to allow for rain and other environmental factors) The surface should also be well contrasted to minimise a potential stumbling hazard which can occur if a gradient takes someone by surprise.</p> <p>Landings should be provided at the foot and head of the ramp, they should be at least the width of the ramp and not less than 1500 mm long, clear of any door swing or other obstruction.</p> <p>BS8300 compliant handrails should be provided to both sides which are of an oval profile, be well contrasted and not cold to touch.</p>	ST	
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6.9	There is no induction loop provided to the reception desk to accommodate hearing aid users who struggle when there is background noise.	Install an induction loop to the reception desk. Install signage indicating the availability of the facility and ensure that staff members are aware in how to use the system. BS8300 - A hearing enhancement system, using induction loop, infrared or radio transmission, should be installed at service or reception counters where the background noise level is high.	M	
6.9	There does not appear to be a procedure to ask visitors if they have any access requirements prior to visiting the school.	Site management need to ensure that this is suitably in place. There should be a procedure to ask visitors prior to their visit if they may have any access requirements that the school should be aware of.	N	
6.10	There is not a procedure to ask visitors if they may require assistance in the event of the fire alarm being activated. This could potentially be incorporated as part of the check in screen.	Site management need to ensure that this is suitably in place. Visitors should be asked if they would need any assistance in the event of the fire alarm being activated, potentially provide a question on the check in screen.	N	
7.1	There is no sufficient maneuverability into the SEN office or rear staff office due to the positioning of the reception desk.	This area needs to be redesigned as the dimensions do not comply with BS8300. It is recommended that an architectural feasibility study be implemented.	ST	

7.3A	The majority of rooms have a step up into them including the main hall, this denies independent access for wheelchair users and could be considered discriminatory. There is a small wooden ramp available however this is not an appropriate permanent solution and requires 'assistance'	<p>Identified as the highest priority within the school access audit report. Many of the areas do not have independent step free access which could be considered discriminatory.</p> <p>One way this has been achieved at other sites we've worked with is to raise the existing corridor flooring and then to install a ramp for the external doors (where there will be a higher drop as a result)</p>	ST	
7.3B	There is no step free access available to the first floor where there are further offices.	<p>The lack of access to these areas is unlikely to be considered discriminatory under the Equality Act 2010 as there are no areas identified as an 'unique' feature i.e. areas that can not be currently replicated elsewhere.</p> <p>Anything that is available on an inaccessible floor or area needs to be replicated elsewhere on an accessible level for wheelchair users. It is deemed reasonable not to undertake construction works in the short term and the current procedure of alternative means of access is deemed sufficient.</p> <p>No action recommended.</p>	N/A	
7.3C	There is no step free access to the basement area.	The basement is purely for site maintenance and it is unlikely that someone with a mobility impairment and unable to negotiate steps would undertake the role of a site caretaker sufficiently. Reasonable to retain.	N/A	

7.30	There is a large meeting room on the first floor near the staff room which is inaccessible for those unable to negotiate steps.	The school should have a procedure in place to provide alternative means of access if and when required. This can be a meeting area on the ground floor or at an alternative location. Visitors prior to attending the school using the meeting room should be asked if they have any access requirements as per recommendation 6.9	N	
8.4A	At the next refurbishment it would be recommended that the Sensory Room and Sen Office entrances be widened to provide a clearance of at least 850/900mm if feasible.	<p>Incorporate as part of recommendation 7.1, This area needs to be redesigned as the dimensions do not comply with BS8300. It is recommended that an architectural feasibility study be implemented.</p> <p>Refer to BS8300 -An effective clear width of less than 800 mm may result in people with poor manoeuvring ability or with large wheelchairs not being able to pass through without damage to themselves or the door. Use of the preferred effective clear width more easily accommodates people with assistance dogs and where there is heavy pedestrian traffic.</p>	ST	

B.6	<p>Numerous doors throughout the school have heavy opening pressures that require more than 30 Newtons of force to open. For an example the entrance to the former nursery toilet.</p>	<p>A review should be undertaken and an exercise should be implemented to go through each door, attempting to reduce the pressure required to open the doors. Doors should not require more than 30 Newtons of force to open.</p> <p>If the force required for opening doors is greater than wheelchair users and people with limited strength can manage, they will be unable to continue their journeys independently. If the force of the closing device is too great or its speed too fast, disabled people risk being pushed off balance.</p>	OG	
13.2	<p>At current all the visitors, male staff and various nearby working staff use the accessible WC facility. There appears to be limited toilet facilities for staff members.</p> <p>There is no toilet facility within the mobile and the nearest toilets are a considerable distance away.</p>	<p>An architectural feasibility study should be undertaken to provide a further BS8300 compliant accessible WC facility.</p> <p>BS8300 should be referred to for the suggested layout and guidance.</p> <p>An alarm should be installed within the facility and the fittings should be well contrasted.</p>	ST	
13.3	<p>The flush is of push style which many people can find difficult to use. There needs to be a spatula style flush installed on the transfer side of the toilet pan.</p>	<p>Install a spatula style flush on the transfer side of the toilet pan.</p> <p>Refer to BS8300 - Where practicable, the flush should be operated manually by a spatula type lever and, for a corner arrangement, positioned on the open or transfer side of the pan for ease of access.</p>	M	

13.10	On the day of the survey, the sanitary bin and items were stored within the transfer area of the accessible WC denying wheelchair users the appropriate transferring techniques in which an accessible WC is designed to provide.	<p>Implement a management procedure to ensure that the accessible WC facility is always kept clear.</p> <p>This will enable wheelchair users to adopt the many transfer techniques available to them in which an accessible WC is designed to provide.</p>	N	
13.11	A cord alarm is provided within the accessible WC facility however there is only one alarm reset provided on the outside.	There needs to be an alarm reset button near the toilet pan. This should be within 1200mm off the ground floor and be well contrasted against the background upon which it is seen.	M	

14.0A	<p>The main hall stage is not accessible for wheelchair users.</p>	<p>Site management should review, the lack of access onto the stage for mobility impaired people could be considered discriminatory under the Equality Act 2010.</p> <p>Identified as a key priority within the access survey. A number of recommendations throughout the report can be reactive i.e. should a wheelchair user study at the school or be employed by the school.</p> <p>It is not known who will be attending events in the Hall i.e. for an example a family member who happens to be a wheelchair user. This building is most likely to be the key area within the school that can invite legal implications and it is strongly recommended that procedures to implement alternative means of access are provided.</p> <p>Anything that is available on an inaccessible floor needs to be replicated elsewhere on an accessible level for wheelchair users. This is also known as 'alternative means of access'</p> <p>Many schools we have worked with have now removed their stages.</p>	N	
15.2B	<p>Wheelchair users may struggle to reach the light switch for the accessible WC.</p>	<p>A new accessible light switch positioned between 750mm and 1200mm should be provided for the accessible WC or if budgets permit sensor operated lighting.</p>	M	

16.6A	There is no induction loop provided within the main hall to benefit hearing aid users.	<p>Install an induction loop within the main hall to benefit hearing aid users.</p> <p>According to BS8300 - A hearing enhancement system, using induction loop, infrared or radio transmission, should be installed in rooms and spaces used for meetings, lectures, classes, performances, spectator sport or films, and at service or reception counters where the background noise level is high or where glazed screens are used.</p>	M	
17.1	There are no visual alarms to inform people with hearing impairments in the event of the fire alarm being activated.	<p>Specialist advice should be undertaken to install further alarm/alerting systems for people with impaired hearing, such as flashing beacons and vibrating devices. If flashing beacons are used, supplement with signage to indicate purpose.</p> <p>BS8300 - A fire alarm should emit a visual and audible signal to warn occupants with hearing or visual impairments</p>	M	
17.2	Various fire exits do not have level egress such as the kitchen or off the central courtyard.	<p>A rolling programme needs to be implemented to provide level egress out of key areas and eventually all areas for wheelchair users. Priority should be given to areas in which staff, visitors, parents frequent. This is because a management procedure can be implemented to ensure students are taught in the appropriate classrooms.</p> <p>Pupils with a mobility disability should be subject to a PEEP to ensure that they study in areas in which level egress is possible.</p>	ST	

17.4	Using the roof as a fire exit refuge is not appropriate if not designed accordingly.	It worth undertaking a fire safety audit to the site, to ensure compliance with the Fire Safety Order. Issues to be identified include – sufficient level of smoke detectors, emergency lighting, signage, compartmentation and extinguisher testing records etc.	M	
18.1	On the day of the survey, the fire exit from the left side mobile classroom was covered in moss which can be slippery, particularly in wetter weather.	Implement a management procedure to ensure routes are frequently maintained. This needs to be urgently addressed. The build up of moss can be slippery particularly in wet weather. Overgrown plantation can cause difficulties for people with impaired vision as they may not detect them with their assistance cane. For an example a low hanging branch.	N	
18.5A	On the day of the survey, the escape route for the right side mobile classroom was completely obstructed.	Implement a management procedure to ensure routes are frequently maintained. This needs to be urgently addressed.	N	
18.5B	Site management need to ensure that the appropriate procedures are in place to frequently check the exit routes to make sure that there are no obstacles. Alarm systems including those within the WCs also need to be checked.	Site management should review and take the appropriate action.	N	
18.6	Means of Escape; Personal egress plan available for each member of staff needing assistance? Overall escape strategy for visitors who may need assistance?	Site management need to ensure that the appropriate personal egress plans are available for each member of staff needing assistance.	N	
18.7	Means of Escape; Both general escape strategy and personal emergency egress plans regularly checked for efficiency and effectiveness?	Site management need to ensure that both the general escape strategy and personal emergency egress plans are regularly checked for efficiency and effectiveness.	N	

18.8	It is understood that the cord alarm within the accessible WC is tested frequently however it is not clear what the procedure is should the alarm be activated.	Implement a management procedure to ensure that the cord alarm is tested frequently as part of routine maintenance.	N	
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2.6	There are no safety marked out walking routes within the car park potentially putting people at risk, particularly those with hearing impairments who may not hear a car reversing out of its space.	Mark out 1200mm wide hatched pedestrian routes within the car park complete with signage warning of pedestrians. Also recommend providing a maximum speed limit of 5 mph within the car park.	OG	
4.1	The steps either side of the main entrance do not have tactile paving and these steps are 'open' which could take someone by surprise and cause a potential stumbling hazard.	Install tactile paving to the top of the external steps. AD M criteria will be satisfied if a 'corduroy' hazard warning surface is provided at the top and bottom landings of a series of flights to give advance warning of a change in level.	M	
4.2A	The steps either side of the main entrance do not have any handrail provision.	BS8300 compliant handrails should be installed to the external steps. These should be well contrasted and not cold to touch.	M	
4.6A	The steps either side of the main entrance do not have suitable colour contrast provided to the edge of the step nosings.	Bright colour contrast needs to be painted to the edge of the step nosings to clearly highlight their presence. AD M criteria will be satisfied if all nosings are made apparent by means of a permanently contrasting material 55mm wide on both the tread and the riser.	OG	
4.6B	2No fire exit steps out of the kitchen do not have colour contrast provided to the edge of the step nosings.	Bright colour contrast needs to be painted to the edge of the step nosings to clearly highlight their presence.	OG	

PRIORITY B

1.1	The school is close to public transport options. There is a car park available however the accessible bays are yet to be marked out.	Options on how to arrive at the site should be clearly illustrated on literature and on the website. The information regarding the site on the internet should be fully accessible for persons with reading disabilities through enlargement capability and screen readers, combined with synthetic speech or Braille displays. A clear and logical design that includes written explanations for visual or audio content. Text and graphics should be easily understood without use of colour.	N	
1.3A	The pathway from the left side access gate has a steep gradient that many will struggle to negotiate.	Consideration to installing a free standing BS8300 compliant handrail to one side. This should be well contrasted and not cold to touch. The handrails need to be one with a suitable profile (circular: 40 – 45mm, oval 50mm, in diameter)	M	
1.3B	The external amphitheater structure is considered to be hazardous with no colour contrast and the wooden edges are damaged.	It is understood that this is soon to be removed / replaced.	N/A	
1.4	Some areas of the car park surfaces are poor with potential tripping hazards.	Remedial works should be undertaken to eliminate the potential tripping hazards. BS8300 - Uneven surfaces, surfaces of loose materials (e.g. gravel) and large gaps between paving materials cause problems for wheelchair users, people with impaired vision and people who are, generally, unsteady on their feet.	OG	

10.3	<p>The steps down to the basement area do not have colour contrast provided to the edge of the step nosings.</p> <p>Stairwell 1 (near basement steps) needs to have new brightly colour contrasted nosing strips installed as the existing has now faded.</p> <p>Stairwell 2 (near staff room) has nosing strips which are black seen against red treads which results in suitable colour contrast.</p>	<p>New nosing strips should be installed to the edge of the steps.</p> <p>BS8300 states - All steps need to have clear colour contrast edgings applied to nosings permanently contrasting material 55mm wide on both the tread and the riser.</p>	M	
10.4	<p>The steps down to the basement area do not have any handrail provision.</p> <p>Stairwell 1 (near basement steps) has a handrail provided to one side only.</p> <p>Stairwell 2 (near staff room) has a handrail provided to one side only.</p>	<p>BS8300 compliant handrails should be installed.</p> <p>The handrail needs to be at least 300mm beyond the top and the bottom of the steps and should not project the route of travel.</p>	M	
12.6	Urinals do not have a grab rail to aid people with ambulant disabilities.	A well contrasted grab rail should be provided to one urinal in every WC where applicable.	M	
12.6	Not all toilets have lever style taps to aid people with dexterity impairments. The recently refurbished ladies staff WC on the first floor has lever style taps installed.	<p>A rolling programme should be implemented to ensure that within every W.C that there are taps which are operated via a lever action, this will aid people with limited dexterity in their wrists.</p> <p>According to BS8300 - Taps should either be mixer taps with an up and down action to control water flow or individual hot and cold lever operated taps with not more than a quarter turn from off to full flow.</p>	M	
12.7	The fittings within the former nursery toilet are too low for their current purpose.	Site management should review and take the appropriate action.	OG	

5.5	It was noticed that notices were being positioned on the vision panels causing a potential collision hazard.	Implement management procedure to ensure that the temporary notices are not on the vision panels. BS8300 - Entrance doors and lobby doors should have viewing panels to alert people approaching a door to the presence of another person on the other side.	N	
5.8	The door intercom/camera at the main entrance is positioned too high off the ground floor level for wheelchair users or for people of short stature.	Ensure all operating parts are within 1050mm off the landing level and ensure no obstruction below. Ensure that it is well contrasted against the background upon which it is seen. Note AD M is not descriptive on intercoms and BS8300, best practice should be referred to. In all cases when installing intercoms specialist advice should be sought.	OG	
6.12	It is recommended that the main entrance foyer doors be replaced with a door and half system to allow a greater clearance through the master leaf.	It would be beneficial for wheelchair users to convert these doors to a door and a half system. This would allow wheelchair users a greater clearance width when using the master leaf.	M	
7.2	All of the internal steps need to be colour contrasted to minimise a potential tripping hazard.	Nosing strips should be installed to the edge of the steps. BS8300 states - All steps need to have clear colour contrast edgings applied to nosings permanently contrasting material 55mm wide on both the tread and the riser.	M	

13.0	There is no backrest provided to the rear of the toilet pan.	<p>A backrest should be provided to the rear of the toilet pan.</p> <p>Refer to BS8300 - a fixed horizontal rail, with a padded backrest, should be located behind, and centered on, the WC pan when the cistern is in a duct, when there is sufficient space below a low-level cistern (not close-coupled) or when the cistern is at high level, provided the rail's projection allows the seat to tilt beyond the vertical and remain raised so that the WC is comfortable and safe to use and can be used as a urinal.</p>	M	
14.0B	The steps for the main hall stage are not colour contrasted.	Add colour contrast to the edge of the main hall stage steps.	OG	

13.4	All of the fittings within the accessible WC are not colour contrasted against the surround. There is no handryer facility for people who struggle to use hand towels.	<p>Install a handryer facility. This will aid people who have limited dexterity and struggle to use the standard towels.</p> <p>Ensure that the handryer is well contrasted against the background upon which it is seen.</p> <p>Add colour contrast to all of the fittings and fixtures within the accessible WC.</p>	M/OG	
13.5A	The entrance has a grab rail installed to the inner however it is not colour contrasted to aid people with impaired vision.	Add colour contrast to the grab rail to aid people with impaired vision.	OG	
13.5B	The door lock is not compliant to BS8300.	Install a BS8300 compliant lever style lock within the accessible WC.	M	
13.7	BS8300 compliant grab rails are provided throughout the accessible WC however they are not suitably colour contrasted against the background upon which they are seen.	<p>Colour contrast should be added to the fixtures and fittings within the accessible WCs.</p> <p>According to BS8300 - to help blind and partially sighted people identify key objects within sanitary accommodation, support rails and grab rails should contrast visually with the wall, the WC seat and cover should contrast visually with the WC pan and cistern, and sanitary fittings and accessories should contrast visually with the background against which they are seen.</p>	OG	

16.1	<p>There is no tactile or Braille signage provided throughout the school.</p>	<p>Review of way finding signage required.</p> <p>Tactile and Braille signage should be provided throughout the site. There should be new directory boards and tactile/Braille signage on the actual doors.</p> <p>Words entirely in upper case type (capital) should also be avoided. A sans serif type face with a relatively large "capital" height to "x" height should be used.</p> <p>Symbols should also be used to compliment signage where possible.</p> <p>BS8300 - Signs and universally accepted symbols or pictograms, indicating lifts, stairs, circulation routes and other parts of the building should be provided. Visual signs should be self- evident and, in particular, legible to visually impaired people. Plain English and pictograms together should be used to assist people with learning difficulties.</p>	M	
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15.2	There is very limited reception signage, not identified as a high priority as visitors are always escorted.	<p>The appropriate reception signage should be provided as part of the recommended way finding review, refer to 15.1</p> <p>Signs and universally accepted symbols or pictograms, indicating lifts, stairs, WCs, circulation routes and other parts of the building, should be provided in the reception area. Visual signs should be self-evident and, in particular, legible to partially sighted people. Plain English and pictograms together should be used to assist people with learning difficulties</p>	M	
15.3	There is no tactile or Braille signage provided on the doors to aid people with impaired vision.	The appropriate toilet signage should be provided as part of the recommended way finding review, refer to 15.1	M	
18.1	The lighting is deemed to be extremely poor within the main corridor routes.	<p>A lighting review should be undertaken. A new consistent lighting scheme should be designed which does not have reflections, glare and deep shadows.</p> <p>Lighting should create a confusion-free environment that avoids excessive reflection, glare, deep shadows and wide variations in lighting levels. The lighting design should aim to achieve this by controlling the location, quantity and quality of both natural and artificial light.</p>	M	
16.6B	The meeting room on the first floor does not have an induction loop installed for hearing aid users.	install an induction loop within the meeting room to aid people with hearing impairments.	M	

12.3	Throughout the WCs the colour contrast is poor. The fittings and fixtures are not easily seen against their backgrounds.	<p>Colour contrast should be added to the fixtures and fittings within the WCs.</p> <p>According to BS8300 - to help blind and partially sighted people identify key objects within sanitary accommodation, support rails and grab rails should contrast visually with the wall, the WC seat and cover should contrast visually with the WC pan and cistern, and sanitary fittings and accessories should contrast visually with the background against which they are seen.</p>	OG	
14.1	There are no chairs with armrests provided within the main hall to aid people with ambulant disabilities.	Provide a mixture of chairs, varying in height. Some with and some without armrests.	M	
14.2	There are no appropriate chairs with armrests provided within the staff room. The existing sofa style seating not be suitable for all users.	Provide a mixture of chairs, varying in height. Some with and some without armrests.	M	
14.3	Classrooms do not have chairs with armrests to aid people with ambulant disabilities. This includes rooms within the mobile.	<p>Ensure that there is a chair with armrests available within each of the classrooms. This is a recommendation that may need to be phased.</p> <p>Also ensure that any new furniture purchased will suitably colour contrast against the background upon which it will be seen.</p>	M	
14.4	The dining counter does not have an induction loop to aid hearing impaired people.	<p>Deemed reasonable to retain until a student with a hearing impairment requests this facility.</p> <p>No further action.</p>	N/A	

8.3	<p>Various doors do not have sufficient vision panels installed such as the entrance for the Sen Office, the mobile classrooms and Year 3.</p> <p>It was noticed that notices were being positioned on the vision panels, this can cause a potential collision hazard.</p>	<p>A rolling refurbishment programme should be implemented to install new BS8300 compliant doors with vision panels.</p> <p>Vision panels need to be included in frequently used doors where privacy (toilets etc.) is not required with a minimum visibility zone between 500mm and 1500mm from floor level and located at the side of the leading edge.</p> <p>Glass should comply with BS6206.</p> <p>Implement management procedure to ensure that the temporary notices are not on the vision panels.</p>	M	
8.4B	<p>When double doors are replaced, they should be replaced with a door and a half system to allow a greater clearance through the master leaf.</p>	<p>Where there are double doors, these should be replaced with a door and a half system at the next refurbishment.</p>	M	
8.5	<p>Many of the doors have dated non-compliant door furniture. Door knobs can be difficult to use by people with dexterity impairments.</p>	<p>A rolling refurbishment programme should be implemented to install new BS8300 compliant door furniture.</p> <p>New furniture handles should be well contrasted and tubular style operated via lever.</p> <p>Door knobs are generally difficult for use by people with ambulant disabilities. People who may have dexterity impairments or arthritis due to the wrist action required to open them.</p>	M	

4.2B	<p>2No fire exit steps out of the kitchen do not have any handrails provided.</p>	<p>BS8300 compliant handrails should be installed to the external steps. These should be well contrasted and not cold to touch.</p> <p>The handrails need to be one with a suitable profile (circular: 40 – 45mm, oval 50mm, in diameter)</p> <p>The handrail needs to be at least 300mm beyond the top and the bottom of the steps and should not project the route of travel.</p>	M	
5.6	<p>The main entrance has door handles which are the same colour as the frame resulting in a lack of colour contrast. The door handles for the mobile entrances are not colour contrasted.</p>	<p>Add colour contrast to the door furniture to ensure that it is easily seen by people with impaired vision on approach.</p> <p>In the case of door opening furniture, the ease with which blind and partially sighted people are able to distinguish furniture against its background is influenced by its 3-d form (giving light and shade) and the shiny nature of the finish, whether metallic or non-metallic. For such products, it is considered that a difference in LrV between the product and its background of at least 15 points is acceptable.</p>	OG	

6.8	The sofa style seat opposite the reception desk may not be suitable for all users.	<p>Provide some seating in the reception waiting area which has armrests to aid people with ambulant disabilities. Ensure all seating is well contrasted against the background upon which they are seen.</p> <p>According to BS8300 - If a seat is too high or too low, or if there are no armrests or side supports, a person may experience considerable discomfort as a result of poor posture. A person may also have difficulty rising from a seated position if the seat is set too low, or if it has no armrests.</p>	M	
7.5	The colour scheme employed throughout the school does not have good use of contrast to aid people with impaired vision. The flooring, walls and doors are similar in tone and colour.	At the next planned renovation/re-decoration liaison should be undertaken with the RNIB to ensure a well-designed colour scheme adding contrast to floors, skirting and walls is provided which would substantially aid people with impaired vision to navigate around the building.	N	
8.1	Various doors are not suitably colour contrasted against their surroundings.	<p>Ensure all doors have contrast against the surroundings upon which they are seen.</p> <p>According to BS8300 - Colour and luminance contrast should be used to distinguish the boundaries of floors, walls, doors and ceilings, e.g. if the architrave is the same colour as the door but a different colour from the surrounding wall, it may outline the opening for some visually impaired users when the door is open.</p>	OG	

1.7B	<p>There is a large electrical post on approach to the main entrance from the former junior entrance, this is not colour contrasted causing a potential collision hazard.</p> <p>The posts supporting the canopies on the left side do not have markings at two heights.</p> <p>External play structures need to have colour contrast such as the yellow half ball structure which has a silver post.</p>	Well contrasted markings should be provided at two heights to the posts/columns.	OG	
1.8	<p>The seating outside the main and former junior entrances do not feature armrests to aid people with ambulant disabilities.</p>	<p>Provide benches with armrests at equal intervals.</p> <p>Ensure benches are well contrasted against their surroundings and that there is space to the side which will allow a wheelchair user to be alongside a seated companion.</p>	M	
1.9	<p>Near the former junior entrance, there is a slight step could cause a potential tripping hazard.</p>	Undertake remedial works to the slight step. It would be preferable to get this leveled out.	OG	

1.10	<p>There is a lack of suitable seating with armrests within the playground areas to aid people with ambulant disabilities.</p>	<p>Provide benches with armrests. Ensure that the armrests are well contrasted and that there is a space either side of the seat so that a wheelchair user can park alongside a seated companion</p> <p>Seating in resting places should meet the following recommendations.</p> <p>1) There should be a variety of seat heights, ranging from 380 mm to 580 mm, within which a height of 480 mm is suitable for wheelchair users.</p> <p>2) Armrests should be provided to help people lower themselves onto the seat and stand up.</p> <p>3) Where the seat is set at a height suitable for wheelchair users, armrests should not be at the extreme end of the seat but set in so as not to restrict the lateral transfer from a wheelchair to the seating. they should also not restrict front or oblique transfer.</p> <p>4) A supportive back-rest should be incorporated for at least 50% of the length of the seat.</p>	M	
3.2	<p>One of the ramps within the central courtyard has handrails of exposed metal making them cold to touch.</p>	<p>The handrails should be coated with nylon or a suitable alternative to ensure that they are not cold to touch.</p>	OG	

PRIORITY C				
1.3C	The pathway around the green fencing in the central courtyard is too narrow to be accommodated by wheelchair users.	<p>At the next refurbishment for this area, consider widening the pathway to a minimum of 1200mm/</p> <p>According to BS8300 – To be accessible, the minimum unobstructed width of an access route should be: a) at least 1 800 mm, if there is intense simultaneous use in both directions by the population at large, including people in wheelchairs; b) at least 1 500 mm, if the route is less busy and passing places are provided for wheelchair users c) at least 1 200 mm, in exceptional circumstances, e.g. for rarely used access routes; d) at least 900 mm, for paths within the curtilage of a single dwelling.</p>	M	
1.6	The low brick wall opposite the main entrance is not well contrasted against the red brick surround causing a potential hazard.	<p>Add colour contrast to the brick wall to ensure that it is clearly seen against the surround.</p> <p>According to BS8300 - Street furniture, flower tubs, litter bins and signposts are all intended to improve the environment but, whether free-standing or projecting from a building, they are hazardous if not carefully designed and positioned. For blind and partially sighted people, the presence of warnings that can be detected during the sweep of a cane, the absence of projections and overhangs, and good visual contrast with the background, will reduce the risk of colliding with items located along the access route.</p>	OG	

16.7	<p>No portable induction loops are provided that could be transported around the school as when required.</p>	<p>Purchase a portable induction loop which can be transported around the site as when required.</p> <p>Install signage indicating the availability of the facility on request.</p>	M	
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PRIORITY D


1.2	There is no tactile paving provided to the crossing points on approach to the school to aid people with impaired vision. There are also limited level kerbs to aid wheelchair users.	Site management should undertake liaison with the Highways Dept to provide tactile paving and dropped kerbs in the area to aid people with impaired vision.	N	✓
1.5	There is limited on street signage on approach to the school.	<p>The site management should undertake liaison with the local Highways Dept to increase current level of on-road and street signage.</p> <p>People with hearing impairments make up the largest group of disabled people. They can be helped or hindered by signage. Good signage can mean that a person with a hearing disability can manage without having to ask questions. For further information on signage please refer to - JMU Access Partnership and The Sign Design Society. 2000. ISBN 185878 412 3.</p>	N	✓

14.6	There are no height adjustable tables provided to accommodate wheelchair users and people of short stature.	Site management to review, height adjustable table should ideally be purchased and installed for wheelchair users or people of small stature who may need to use the computing facilities.	M	
15.6	Numerous temporary signs were typed out in capital letters which do not promote best practice.	Implement a management procedure to ensure that any temporary notices are typed out using a mixture of lower and upper case lettering. According to best practice, words entirely in upper case type (capital) should be avoided. A sans serif type face with a relatively large "capital" height to "x" height should be used.	N	
15.7	There is no signage to state that leaflets can be provided in accessible formats on request.	Signage should be provided to indicate that all leaflets and information can be provided in accessible formats on request. Site management should undertake a review and ensure all leaflets are available within 1200mm of the ground floor level. This can sometimes be achieved by repeating the leaflets vertically rather than horizontally.	N	

1.7A	On approach to the school, the light posts and traffic posts do not feature contrast markings at two heights in accordance to BS8300.	Well contrasted markings should be provided at two heights to the posts/columns. Site management should undertake liaison with the appropriate body to rectify. Refer to BS8300 - Each free-standing post, e.g. a lighting column, within an access route should contrast visually with the background against which it is seen (it is desirable also to incorporate a band, 150 mm high, whose bottom edge is 1 500 mm above ground level, and which contrasts visually with the remainder of the column or post	OG	
2.7	Site management should check the lighting levels within the car park during darker hours to ensure they are sufficient.	Site management to undertake investigation of the lighting levels within the car parking areas during darker hours to ensure that they are sufficient.	N	

3.1	<p>The fire exit out of the main hall has a gradient which is non compliant however is deemed reasonable to retain in the short term. Add colour contrast to the surface to indicate the presence of a gradient.</p> <p>The two ramps to the left side of the school do not have colour contrast to the surface to indicate the presence of a gradient.</p> <p>The main entrance ramp does not have colour contrast to the surface to indicate the presence of a gradient.</p> <p>The ramp within the central courtyard does not have colour contrast to indicate the presence of a gradient.</p> <p>The ramp up to the mobile entrances does not have colour contrast to the surface to indicate the presence of a gradient.</p>	<p>Colour contrast should be added to the surface of the ramps.</p> <p>According to BS8300 - The colour of the surface of a ramp should contrast in luminance with that of a landing and surrounding area so that its presence is distinguishable by people with impaired vision.</p>	OG	✓
4.3	<p>Site management should check the lighting levels during darker hours to ensure they are sufficient.</p>	<p>Site management should undertake a review of the step lighting levels during darker hours to ensure that the step treads are evenly lit.</p>	N	✓
6.1	<p>The layout of the school and reception does not permit staff to see who is approaching the school. Deemed reasonable to retain.</p>	<p>Deemed reasonable to retain as to alter would require extensive refurbishment works. Review at next access audit.</p>	N/A	✓
6.4	<p>The reception does not have colour contrast provided to the front to aid people with impaired vision.</p>	<p>Replace a section of the flooring in front of the reception desk with an alternative that is suitably colour contrasted.</p> <p>This will aid people with impaired vision when attempting to locate the reception desk.</p>	OG	✓

6.7	The school does not have a minicom provided to accommodate hearing impaired people who are unable to use the telephone.	<p>Provide a minicom facility and ensure staff are trained in how to use the facility.</p> <p>Ensure that the direct line is advertised in relevant literature and on the internet.</p> <p>Note – whilst it is possible to take an incoming minicom call via BT Typetalk (a BT relay operator recites what is being typed on the minicom) Personal research shows that people would rather not have a third person in the conversation.</p>	M	✓
8.7	There is a mixture of keypads used throughout and are positioned too high off the ground floor level for wheelchair users. Many people with dexterity impairments can find these difficult to use.	<p>A review should be undertaken to assess whether it would be possible to remove these keypads and switch over a swipe card system.</p> <p>According to BS8300 - Disabled people with a weak hand grip or poor co-ordination, find that using a card to open a door lock is easier.</p>	M	✓
10.5	Stairs do not have tactile warning surfaces to the top and bottom of the flights to accommodate people with impaired vision.	<p>There should be a hazard warning of tactile surfacing on the top landing of the flight of stairs that should be positioned at least 400mm from the nosing.</p> <p>This should be implemented as part of an ongoing renovation plan for the site.</p>	OG	✓

14.10	<p>Sinks within the classrooms and kitchenettes for staff do not feature lever style taps to aid people with dexterity impairments.</p>	<p>Ensure lever taps are available within the staff kitchenettes to aid people with dexterity impairments. Provide lever style taps within the classrooms.</p> <p>In the event of employment of a disabled person, the kitchenettes should include disability access, i.e., a section of work top lowered to 800mm with clear space underneath to allow wheelchair access; sink unit to have lever taps fitted, and utensils included.</p> <p>This could potentially be paid/partially paid for by the Government scheme 'Access To Work'</p>	OG	
16.2A	<p>The majority of the light switch plates are not suitably colour contrasted against their background.</p>	<p>At the next planned electrical rewire for the site, light switches need to be lowered to within a range of 750mm and 1200mm.</p> <p>All switches and controls should be operational without the use of both hands and have front plates that contrast visually to surround.</p>	OG	