

Physical Environment

Action	Person(s) responsible	Time frame	Outcome review
Ensure ramped access at all entry points throughout building work.	SLT	Throughout building work	
Ensure new doors are wide enough to allow wheelchair/physical aid equipment access to classrooms and other spaces within school.	SLT	Throughout building work	
Ensure disabled toilet facilities are made available throughout building work.	SLT	Throughout building work	
Ensure disabled toilet facilities are available in each area of school, including handrails and alarm pullcords.	SLT	Review annually	
Conduct physical environment audit.	SLT	Annually	

Curriculum

Action	Person(s) responsible	Time frame	Outcome review
Ensure all teachers are planning for all children in their class, particularly those working on a different curriculum and with 1:1 support.	SLT	Review termly	
Provide training to staff working with children diagnosed with specific SEN.	Inclusion Leader	As required	
Ensure all children requiring aids such as wide-lined paper or coloured overlays have consistent access to such aids.	Inclusion Leader	Ongoing	
Ensure staff/drivers are fully trained in how to engage/disengage wheelchair ramp in minibuses (when required)	SLT/Site/Facilities Manager	As required	
Expand use of ICT supports for children with SEN.	Inclusion Leader	Review annually	
Conduct curriculum audit.	SLT	Annually	

Information Delivery

Action	Person(s) responsible	Time frame	Outcome review
Ensure lighting installed is appropriate for children with visual or sensory impairment.	SLT	Throughout building work	
Ensure colour schemes and room décor are appropriate for children with sensory impairment and ASD.	SLT	Throughout building work	
Ensure blinds are fitted to windows to enable heat/light to be blocked out as needed, allowing children to safely access learning environments.	SLT	Throughout building work	
Explore use of alternative formats for sharing information with parents, consulting with external advisors as needed.	SLT	Review annually and respond to audit needs	
Conduct information delivery procedures audit, including audit of website.	SLT	Annually	