

Gilthill Primary School Access Plan 2014 – 2017/2018

Access to information	TARGETS	STRATEGIES	TIMESCALE	RESPONSIBILITY	SUCCESS CRITERIA
Short term	To publish our SEN Local Offer Add a link to the Local Offer on the school website	Liaise with the Family of Schools to ensure consistency within the Family	To be on the school website by November 2014	SENCO and HT	Local Offer clearly referenced and made readily available
	To ensure that the school website is kept up to date with SEN information	Update information when relevant	ongoing	SENCO	The school website accurately reflects SEN and provides current information
Medium term	To devise a new parent questionnaire with SEN focus	Explore examples of questionnaires	By June 2015	SENCO in consultation with HT	Good response and feedback to inform future SEN planning
Long term	Adapt Annual Report to Parents to provide more specific information for Parents of SEN children	Explore examples of reports to parents Liaise with parents to collect opinions on quality of information for parents	By June 2016	SENCO in consultation with HT/SLT	Reports that provide clear, relevant information

Access to the Physical Environment	TARGETS	STRATEGIES	TIMESCALE	RESPONSIBILITY	SUCCESS CRITERIA
Short term	To be aware of the access needs of disabled pupils/staff and parents/carers		ongoing	SENCO	Staff aware of access needs
	To share MAPA training with all staff	All staff (including MSA's) to be given up to date information regarding restraint training	Main strategies shared by Dec 2014	HT in consultation with SENCO	All staff more confident with how to deal with children requiring adult intervention

Medium term	To create a safe place for children to be calm	Explore the best location Seek advice from PSED team Purchase resources if necessary	By June 2015	SENCO and HT	A safe location is established and is used successfully
	To provide suitable equipment to support children's toileting skills	Seek advice from the School Nurse	ongoing	SENCO, HT and School Nurse	
Long term					

Access to the Curriculum	TARGETS	STRATEGIES	TIMESCALE	RESPONSIBILITY	SUCCESS CRITERIA
	To ensure that all children have full access to the curriculum at their level	Staff training on Code of Practice update Emphasise Quality First Teaching Review interventions Research new interventions and invest where necessary Audit ICT resources	By October 2014 From Sept 2014 Spring Term 2015	SENCO, HT and SLT SENCO	Regular assessments made of interventions
	To provide all staff with training	Focus on Communication and Interaction (followed by Cognition and Learning, Behaviour, Social and Emotional)	Spring Term 2015	SENCO and HT	All staff to be more confident with classroom strategies and have a greater understanding of pupils.
	To use pupil questionnaires with SEN children	Plan for regular discussions with SEN children (rolling programme)	Ongoing	SENCO	Children to offer feedback, SENCO to action key points

Review date: March 2018