



## **SEND ACCESSIBILITY POLICY**

### **SPECIAL EDUCATIONAL NEEDS**

### **THE EQUALITY ACT 2010**

#### **Accessibility Plans**

##### **1. THE SCHOOLS PHILOSOPHY**

The Schools philosophy is that inclusion is:

- About creating and maintaining inclusive cultures, producing inclusive policies and evolving inclusive practices, which lead to quality education for all children.
- About developing a culture of acceptance, in which all children are valued equally, treated with respect and provided with equal opportunities.
- Concerned with developing inclusive values, shared by all new members of the Schools.
- About developing an inclusive orientation, where staff, pupils and parents together with support services work towards removing barriers which restrict full access to education for all pupils.
- About giving equal importance to ensuring that no pupil's education is impaired.

It is recognised that for inclusion to take place successfully, attitudes must be positive and appropriate resources, training and support must be accessible. Staff, children and parents must feel confident that inclusion presents benefits for the child.

##### **2. ADMISSIONS**

The School must feel reasonably sure that it will be able to educate and develop a prospective pupil to the best of his or her potential so that there is every chance that the pupil will have a complete, happy and successful school career and emerge a confident, well-educated and well-rounded adult with a good prospect of a satisfying life. These criteria must continue to be met throughout the pupil's time at the school.

The School's policy is to apply these criteria to all pupils and potential pupils regardless of any disability of which it is aware, subject to its obligation to make reasonable adjustments not to put any disabled pupil or potential pupil at a substantial disadvantage compared to any pupil who is not disadvantaged because of his or her disability.

The Schools ask parents of prospective pupils to provide essential information in respect of their children at the time of application. In assessing any pupil or prospective pupil the Schools may take such advice and require such assessments as it regards as appropriate. Subject to this, the Schools will be sensitive to any requests for confidentiality.

**3. ASSESSMENT AND TRAINING**

The Heads of Learning Enrichment, Head of Learning Support, Special Educational Needs Co-ordinators and staff who have designated responsibilities for equality at each school location liaise closely with parents, staff and Educational Psychologists to ensure that the Individual Educational Plans/Provision Maps' for each child with special needs is relevant.

Training is provided to teachers to enable them to teach and support disabled pupils and pupils with special educational needs. This training is on-going and will be reviewed and adapted to suit current needs.

**4. ACCESSIBILITY AND CONSTRAINTS**

One of the obvious problems which the Schools have (in common with many other schools), is their lay-out which covers a wide area and consists of many separate, historic and even listed buildings of several storeys, without lifts, which have grown up since the school was founded. Another is the system, again common to many schools, of having fixed classrooms for each subject, based on the valid grounds of having all the facilities for one subject in one place. This requires pupils to go from classroom to classroom, often up steps or stairs in buildings without lifts. Pupils with impaired mobility may be challenged and may be unable to access some or all of the educational and other facilities that the Schools offer. In many areas of the schools, these matters cannot be remedied in any substantial way by reasonable adjustments short of making major alterations to physical features of the Schools at prohibitive cost. The fruition of long-term plans can only go some way to improving the position.

The Schools will, however, endeavour to make the schools accessible, wherever possible, taking into account school fee income, which is the Schools only source of revenue and the subsequent budgetary and planning constraints associated with listed buildings. A description of each school is attached.

Individual Accessibility Plans (covering 4 years) which are updated annually, are located at each School location.

**3. MONITORING, EVALUATION AND REVIEW.**

The Accessibility policy will be monitored by The Head of Learning Enrichment/Learning Support, SENDCo at each school and the SLT (Senior Leadership Team). Plans will be drawn up in response to the specific needs of learners who have been identified as having a disability. Any amendments required within the policy will be notified to the Head of HR.

The Head of Learning Enrichment/Learning Support, SENDCo will ensure that the schools Accessibility Plans are reviewed and updated annually and that they cover a full 4 year period (starting at the current year and going forward).

<b>This policy will be reviewed annually</b>		
Created - December 2007	By:	Margaret Tuck, Director of Administration
Reviewed - March 2019	By:	Christine Tuck, Head of HR
Next review: March 2020	By:	Christine Tuck, Head of HR

## ACCESSIBILITY PLANS

	<b>Thomas's, Battersea</b>	
	28–40 Battersea High Street	
	London	
	SW11 3JB	
<b>Telephone Number:</b>	020 7978 0900	<b>Facsimile:</b> 020 7978 0901
<b>Email:</b>	<a href="mailto:battersea@thomas-s.co.uk">battersea@thomas-s.co.uk</a>	
<b>Head of School:</b>	Mr Simon O'Malley	
<b>SENDCO:</b>	(Middle and Upper)	Mrs Anne Sheppe, Head of Learning Support
	(Lower School)	Mrs Catherine Hare, Learning Support

## THE BUILDINGS

The School comprises of four interconnecting school buildings, the oldest of which dates from the mid-1800's forming the main block of school accommodation and a further self contained free standing post war building, known as the Lower School Block.

The oldest part of the buildings, dating from 1859, is of asymmetrical 14<sup>th</sup> century Gothic style.

Attached to the northwest is the second oldest section, dating from 1915. It provides the gymnasium with WCs on the ground floor and the concert/assembly hall on the first floor. A single storey glass fronted extension was built to the side of this section in 2017 which houses the school kitchen and dining room.

Attached to the oldest part to the south-east is a further sympathetic extension circa 1925. It is of brick construction with a slate roof and flat roof area above the north elevation, which faces onto the grassed inner courtyard/quadrangle. It is arranged over ground, first and second floors and provides much of the school's classroom accommodation. It also includes a new music section which fronts onto Battersea High Street.

To the far north west of the school is another extension, which was added in 1938. This is arranged over ground, first and second floor and provides further classroom accommodation and the art and pottery room.

The Lower School Block, is a 1960s framed building which was extended from a two storey to three storey building in 2017. It is situated behind the main school complex and is connected to the middle school from the third floor. The block is served by 1 single stairwell through the block to the ground floor and provides 10 classrooms, the Lower School Library, the Head of Lower School's office, the IT Suite, a media suite, a general staff office/work area, SEND room and WC facilities. There is an alternative passageway from the first floor which then leads out via stairwells to the ground floor and out into the inner courtyard/quadrangle.

To the north of the inner courtyard/quadrangle there is a tarmacadamed area for school bus parking and turning.

To the west is a large astro-turfed playground.

The School is a listed Grade II building appearing on Wandsworth's list of Buildings of Architectural or Historical interest.

Due to the non-adjointing internal layout of the School and the many different floor levels as a result of development of the buildings over the years since 1859, the rooms do not readily allow for the width required for wheelchair access, nor for a passenger lift that would allow access to all floors and all areas of the buildings.

Thomas's Battersea do not currently have a passenger lift installed for access to first, second and third floors of the buildings. This means that those who are mobility impaired would have difficulty gaining access to these floors. Access to the ground floor can be achieved through the covered way entrance to the main building.

Whilst Thomas's Battersea cannot provide access to all areas of the school because of the number of different levels in the building and because of the School's Grade II Listing, we have taken the decision to provide access to the Great Hall to allow wheelchair access for mobility impaired parents, so that they have the opportunity to see their children taking part in productions. Access to the Great Hall will also enable mobility impaired parents and visitors to gain access to the Library, the Presswood Study, Music Studio 2, and the Art and Pottery room.

The wheelchair stair lift became fully operational for the Michaelmas Term 2011.

Most of the main facilities of the school are already available to those who are mobility impaired, such as the main playground, the music studios, the gymnasium and the dining hall.

The remaining subject facilities that will then not be easily accessible for wheelchair users are the science laboratories. The science laboratories do not readily allow for the width required for wheelchair access. These areas will be kept under review.

The needs of the mobility impaired child and member of staff will be assessed prior to admission and arrangements will be made, wherever reasonably possible, to accommodate their needs.

The school will consider the needs of the children and staff when redecorating the school to take into account the needs of mobility, visually and hearing impaired children and staff. Specialist advice will be sought, where necessary.

All reasonable adjustments will be made in keeping within the constraints of the Listed building status.

## ACCESSIBILITY PLANS

<b>School:</b>	<b>Thomas's, Clapham</b>	
	Broomwood Road	
	London	
	SW11 6JZ	
<b>Telephone Number:</b>	020 7326 9300	<b>Facsimile:</b> 020 7326 9301
<b>Email:</b>	<a href="mailto:clapham@thomas-s.co.uk">clapham@thomas-s.co.uk</a>	
<b>Head of School:</b>	Mr Philip Ward	
<b>SENDCO:</b>	Mrs Kathryn Mousa, Learning Enrichment Leader	

## THE BUILDINGS

Thomas's Clapham comprises of a self-contained free standing Grade II listed Edwardian school building, built in 1907 and arranged over basement, ground and three upper floors, incorporating a partial mezzanine floor. In addition there is a single storey, free standing, art block, which was constructed in 2006 and a single storey, free standing Reception Block, which was completed in December 2007. There is also a small Edwardian house comprising ground and first floors, which is the caretaker's house.

The main entrance is onto Broomwood Road and is set behind a fence of wrought iron railings with a central pedestrian gateway and tarmacadamed area. To either side of this access there are gateways, which provide vehicular access to and from the road and these tarmacadamed drives lead to the rear of the property. The site is bounded to the north east, north west and south west by a high brick wall.

To the rear of the main school buildings there is a further and larger tarmacadamed area which serves as a car parking facility for approximately 70 cars, a playground and four netball courts. Behind this there is a large play area with equipment.

A new three-storey extension was completed in early 2002. The extension provides facilities for ICT, Music, Music Technology, Ballet and Drama. It also provides new lavatories on all levels and accommodation for changing and shower facilities.

At this time a passenger lift was installed with access to the first and second floors. We were unable to extend this to the third floor because of planning authority constraints. Disabled toilets with changing mat facilities have been installed on the ground floor.

Inside the main school buildings there are two stairwells, located within the towers to the front of the property. The ground floor comprises of a gymnasium, dining room, kitchen, staff room, five small offices.

The first floor includes a substantial assembly hall, classrooms and toilet facilities. The assembly hall extends to the full height of the first and second floors and has a perimeter balcony at the second floor level.

The second floor provides the assembly hall gallery, further classrooms and toilet facilities.

The third floor provides more classrooms, three of which are used as science laboratories and a science preparation room.

The passenger lift provides access to the first and second floors. In 2004 a platform stair lift was installed to provide access to the third floor. In 2018 a platform stair lift was installed to provide access to the library. This means that access to the schools facilities is available to someone who is mobility impaired. Access to the ground floor is achieved via a ramp at the back of the main building from the playground.

The needs of the mobility impaired child and member of staff will be assessed prior to admission and arrangements will be made, wherever reasonably possible, to accommodate their needs.

The school will consider the needs of the children and staff when redecorating the school to take into account the requirements of any mobility, visually and hearing impaired children and staff. Specialist advice will be sought, where necessary.

All reasonable adjustments will be made in keeping within the constraints of the Listed building status.

## ACCESSIBILITY PLANS

<b>School:</b>	<b>Thomas's, Fulham</b>	
	Hugon Road	
	London SW6 3ES	
<b>Telephone Number:</b>	020 7751 8200	<b>Facsimile:</b> 020 7751 8201
<b>Email:</b>	<a href="mailto:fulham@thomas-s.co.uk">fulham@thomas-s.co.uk</a>	
<b>Head of School:</b>	Miss Annette Dobson	
<b>SENDCO:</b>	Mrs Sarah Wild, Head of Learning Support and Enrichment	

## THE BUILDINGS

Thomas's Fulham was established in September 2005.

Thomas's Fulham, formerly part of the Chelsea College of Art and Design, is located directly opposite South Park.

The school lies within the London Borough of Hammersmith and Fulham and is situated on the westerly edge of Hugon Road, which is a one way road running approximately north east to south west between Wandsworth Bridge Road and Peterborough Road.

The school buildings gross internal area is 45,122 sq ft and is set in one acre of ground. The school comprises of a three-storey brick building constructed in 1894, with later conversions into the roof space, an ancillary two storey brick built workshop, now the Art Block and a Caretaker's house. The building has a tarmac covered area with parking at the front of the school and a playground at the rear and sides which has been astro-turfed.

Thomas's Fulham has a lift which provides access to all floors. The only rooms that are not wheelchair accessible are two classrooms on the third floor, music cells, the Learning Support Room located in the loft and toilets located on the mezzanine level. Alternative provisions could be made if/when required in all cases. In addition, the first floor Art Room located in the Art block is not accessible. We do, however, have an Art Room on the ground floor, which is accessible.

The needs of the mobility impaired child and member of staff will be assessed prior to admission and arrangements will be made, wherever reasonably possible, to accommodate their needs.

The school will consider the needs of the children and staff when redecorating the school to take into account the requirements of any mobility, visually and hearing impaired children and staff. Specialist advice will be sought, where necessary.

All reasonable adjustments will be assessed as necessary.

## ACCESSIBILITY PLANS

<b>School:</b>	<b>Thomas's, Kensington</b> 17–19 Cottesmore Gardens London W8 5PR	
<b>Telephone Number:</b>	020 7361 6500	<b>Facsimile:</b> 020 7361 6501
	39/41 Victoria Road London W8 5RJ	
<b>Telephone Number:</b>	020 7937 0583	<b>Facsimile:</b> 020 7376 0515
	The Annex: 21 St Albans Grove, London W8 5BP	
<b>Email:</b>	<a href="mailto:kensington@thomas-s.co.uk">kensington@thomas-s.co.uk</a>	
<b>Head of School:</b>	Miss Joanna Ebner	
<b>SENDCo:</b>	Mrs Ruth Mann / Mrs Julia Morley, Joint Head of Learning Support	

## THE BUILDINGS

**Thomas's Kensington, 17–19 Cottesmore Gardens**, comprises two adjoining and interlinked late Victorian properties, forming part of the terrace of three (Number 19 is the end terrace), in a residential area of Kensington High Street. The property has no outside space or dedicated car parking spaces. It is located within the borough of Kensington and Chelsea.

The school is arranged over lower ground, ground, first floor and second floors. At the rear of the building there is a small split-level garden, part gravel, part stone, paved with planted borders. There are no playground facilities. There is also no car parking in the area. All parking is residents parking or pay and display parking only.

Internally, there are two stairwells, located at the east and west ends of the buildings and accessed via lobbies from the two entrances on the south elevation. These stairs provide access to all upper floors as well as the lower ground floor.

Situated on the lower ground floor there is a staffroom/kitchen, a staff work room, two classrooms, three music rooms, a science lab, a group room, Head of Learning Support and Enrichment office, staff and pupil toilets and a boiler room. A conservatory opens onto the garden at the rear and is used as an art room.

Situated on the ground floor are the Head's office and the school office. The ground floor also provides two entrance lobbies, a library, ICT suite, a classroom and staff and pupils toilets.

On the first floor are five classrooms, the Deputy Head's office, a staff shower and toilet.

On the second floor are four classrooms and a staff toilet.

**Thomas's Kensington, 39–41 Victoria Road** comprises of two adjoining and interlinked late Victorian properties and purpose built extensions. Victoria Road lies within the London Borough of Kensington and Chelsea. It is located on the east side of Victoria Road at its junction with Victoria Grove/St Albans Grove and is only around the corner from Cottesmore Gardens. Again, it is located in a predominantly residential area. The property has no outside space or dedicated car parking spaces



The Lower Ground Floor consists of four classrooms, a dining/assembly hall, a gymnasium, two pupils toilets and a kitchen.

The Upper Ground Floor consists of two classrooms, an art room, an ICT suite, a staff room, a school office, the Head of Lower School's office, a pupils toilet and a staff toilet.

On the first floor there are three classrooms, a pupils' toilet, one music cells and a Learning Enrichment 1:1 Room and the Early Years Leaders Office.

**The Annexe, 21 St Albans Grove**, is arranged over basement, ground, first and second floor levels and is situated around the corner from Thomas's Kensington, 17-19 Cottesmore Gardens, on the north side of the road at the Stanford Road end. The property is terraced with residential houses on either side and to the rear. The property has no outside space or dedicated car parking spaces. The total floor area is 3,806 sq ft.

This building acts as an annexe to the main school, providing additional facilities for the pupils at Cottesmore Gardens and occasional use for pupils at Victoria Road for their annual productions.

Situated in the basement are toilets, a teachers' resource room, IT Support Officer, a staff shower, a boiler room and storage.

On the ground floor there is a dining room/assembly hall, a kitchen, a servery and a staff toilet.

On the first floor there is a theatre and a music room.

On the second floor, there is a music room, the performing Arts Office and a control room for the theatre.

The Schools at Cottesmore Gardens and Victoria Road are not suitable for those who are mobility impaired, and does not offer the opportunity to install passenger lifts/ramp due to the layout and compact size of the buildings, which were originally built as private residential accommodation.

However, the needs of the mobility impaired child and member of staff will be assessed to see if they can be accommodated based on their individual requirements.

The school will consider the needs of the children and staff when redecorating the school to take into account the requirements of mobility, visually and hearing impaired children and staff. Specialist advice will be sought, where necessary.

All reasonable adjustments will be assessed as necessary.

**ACCESSIBILITY PLANS**

<b>School:</b>	<b>Thomas's Kindergarten, Battersea</b> St Mary's Church Battersea Church Road London SW11 3NA
<b>Telephone Number:</b>	020 7738 0400
<b>Head of School:</b>	Miss Kathy Ballantine
<b>SENDCo:</b>	Miss Sandra Walker

**THE BUILDINGS**

Thomas's Kindergarten, Battersea occupies the Crypt of St Mary's Church. This location is rented from the Church. Once inside the Crypt, there is a short flight of steps, which leads directly to the large room where the children are taught. This room is on two levels, separate by two steps, dividing the Upper and Lower Kindergarten Classes. Off this room are staff toilets, one of which is a disabled toilet, the kitchen, the children's toilets and two rooms that are used as offices by St Mary's Church.

The Kindergarten have permission from the Church to use the lift located on the ground floor, if necessary, to gain access to the Crypt.

A ramp is to be made available, should it be needed to gain access to the split-level floor.

All reasonable adjustments will be assessed as necessary.

