



Ysgol Gynradd Radnor Primary School,  
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## Radnor Primary School Access Plan Autumn Term 2021- Summer Term 2024

### Access to the Physical Environment

	<b>Targets</b>	<b>Strategies</b>	<b>Timescale</b>	<b>Responsible Person</b>
<b>Short Term</b>	Ensure that any disabled pupils, staff and visitors can be safely evacuated	Update all PEEPS Write new PEEPS as required	Immediate and ongoing	Ann James
	Complete Workplace Assessment for member of staff	Contact Rhian Jones, H and S Officer to complete	December '21	Ann James/Rhian Jones
	Female toilets RF – supply new appropriate bin/table/mirror/storage	Contact suppliers of sanitary bins for advice, costings and supply of suitable bin. Use/purchase existing school resources for other items. Adapt and change as needed	January '21  Ongoing as needs/circumstances change	Ann James/Admin

	<b>Targets</b>	<b>Strategies</b>	<b>Timescale</b>	<b>Responsible Person</b>
<b>Medium Term</b>	Monitor site maintenance to ensure accessibility is as good as it can be for those with disabilities	<ul style="list-style-type: none"> <li>• Yellow lines on steps to be repainted biannually or as necessary</li> <li>• Playground benches to be painted (all or part) in bright colours to be more easily seen</li> <li>• Handrails to be checked to ensure they are in good state of repair</li> </ul>	Ongoing until 2024	Estates Officer
<b>Long Term</b>	Single gate entrance to be made more wheelchair accessible	<ul style="list-style-type: none"> <li>• Contact FM for advice and costings re making ground level/smooth</li> </ul>	Sept '23	AJ

**Access to the Curriculum**

	<b>Targets</b>	<b>Strategies</b>	<b>Timescale</b>	<b>Responsible Person</b>
<b>Short Term</b>	<p>Ensure all TAs new to 1:1 roles are</p> <ul style="list-style-type: none"> <li>○ aware of pupils needs</li> <li>○ aware of and implement advice given by specialist teachers</li> <li>○ given access any pertinent/ongoing training</li> <li>○ Evaluate progress</li> <li>○ Feedback to class teachers/ALNCo</li> </ul>	<ul style="list-style-type: none"> <li>● Meet with previous TA/class teacher/ALNCo</li> <li>● Share any paperwork</li> <li>● Discuss strategies/progress/difficulties and formulate plans to address</li> <li>● Meet with parents</li> </ul>	From September and ongoing	MH/TAs/Class Teachers
	Share medical information with all staff, full time and part time	<ul style="list-style-type: none"> <li>● Teachers to make up and display medical cards for classroom, medical room, kitchen, staffroom, office.</li> <li>● First aiders to distribute</li> <li>● All staff to be reminded/informed of children with epipens and storage. PP to be shared with staff</li> </ul>	By the end of September and within 1 week of new arrivals	All teachers Kath Adams/Sarah Gardner
<b>Medium Term</b>	Ensure classroom resources meet the needs of those with disabilities	Teachers/TAs of children with disabilities to review planning in advance to identify possible issues Teachers/TAs to research and where possible order, alternative resources (use specialist staff)	From September	All staff working with children with disabilities
<b>Long Term</b>	Ensure all staff are aware of DDA/needs of pupils in school	Provide DDA/child specific training for all staff	September '23	HT/ALNCO

**Access to Information**

	Targets	Strategies	Timescale	Responsible Person
<b>Short Term</b>	Ensure information sent to parents can be accessed by all	<ul style="list-style-type: none"> <li>• Work with parent governors to survey parents to identify needs</li> <li>• Put in place possible actions to address needs</li> </ul>	February '22	AJ
<b>Medium Term</b>	Ensure information sent to new parents is accessible to all	<ul style="list-style-type: none"> <li>• Consult with parents about access needs (of parents and children) when children are admitted</li> <li>• Work with GB member to review all communications to ensure plain English is used</li> </ul>	June/Sept '22	SG/AJ/SS
<b>Long Term</b>	Convene working party to devise processes to support families who have difficulties in accessing information	<ul style="list-style-type: none"> <li>• School to work closely with parent governors EAL/ALN staff and parents to form a committee of individuals able to support vulnerable parents e.g., speakers/writers of languages other than English, those with experience of hearing impaired/vision etc.</li> <li>• Team works together to ensure efficient and effective communication to all members of the school community.</li> </ul>		