

3. Action plan

This action plan sets out the aims of our accessibility plan in accordance with the Equality Act 2010.

The information set out in the column of 'current good practice' are examples to guide your own analysis of your current practice. They are not a thorough representation

Asset Management – Access Audit — Action Plan 2022-2025

Location	Action	By who	Priority Rating
URGENT ACTIONS – 1 WEEK			
Approach to Building Block 01A External Areas	Build-up of moss to path at top of steps outside of rooms 043-046 – Clean off moss build up.	M Hutt	Urgent Recommendation
Sanitary Facilities Block 01A – Room 025 - KS2 Disabled toilet	Room obstructed by storage and bin in transfer space – Clear storage and ensure the area remains clear.	M Hutt	Urgent Recommendation

<p>Block 03 – Room 003</p> <p>Sports Hall</p>	<p>Facility is being used for storage – Clear facility of storage – Castle using the hall during classroom refurb</p>	<p>Castle</p>	<p>Urgent Recommendation</p>
<p>Block 08 – Room 006</p> <p>Nursery 2</p>	<p>Nursery 2 Doors out – items affixed to doors – Items need to be removed</p>	<p>Nursery Staff</p>	<p>Urgent Recommendation</p>
<p>Block 08 – Room 006</p> <p>Nursery 2 – Changing Room</p>	<p>Transfer space obstructed by baby change unit and storage – Transfer space to be clear and items not to be stored in there.</p>	<p>Nursery staff</p>	<p>Urgent Recommendation</p>

Block 09 – Room 115	Bins obstructing transfer space – Relocate bins and ensure facility is kept clear of storage	M Hutt	Urgent Recommendation	
EYFS Disabled toilet				
Means of Escape	Block 02 – Room 101	Loose mat to emergency exit door from room 101 – Remove or secure the loose mat.	M Hutt	Urgent Recommendation
Location	Action	By who	Priority Rating	
SHORT TERM ACTIONS – 6 MONTHS				

<p>General WC Facilities Rooms 052, 110, 113 & 116</p>	<p>Toilet Seat does not contrast against sanitary ware in many of the ambulant cubicles. Replace with contrasting toilet seat to assist visually impaired pupils.</p>		<p>Short Term – 6 months</p>
<p>Main Entrance 001</p>	<p>Suitable Door opening pressure to allow independent wheelchair access – Pressure to be adjusted as the door is too heavy.</p>		<p>Short Term – 6 months</p>
<p>Block 08 – Room 003 Nursery changing room</p>	<p>Door was heavy to open – Adjust opening pressure of the door into the changing area.</p>		<p>Short Term – 6 months</p>
<p>Block 08 – Room 007 Nursery 2 – WC Facilities</p>	<p>Supplement fittings with grab rails</p>		<p>Short Term – 6 months</p>

<p>Block 08 – Room 006</p> <p>WC Facilities</p>	<p>Fit soap, paper towel dispensers and coat hooks in accordance with Approved document M</p>		<p>Short Term – 6 months</p>
<p>Block 09 – Room 115 - EYFS Disabled toilet</p>	<p>Fit soap, paper towel dispensers and coat hooks in accordance with Approved document M</p>		<p>Short Term – 6 months</p>
<p>Block 08 – Rooms 008 & 009</p> <p>Nursery 2 rooms</p>	<p>Doors too heavy to open – Adjust opening of pressure of doors.</p>		<p>Short Term – 6 months</p>
<p>Location</p>	<p>Action</p>	<p>By Who</p>	<p>Priority Rating</p>
<p>SHORT TERM ACTIONS – 6 MONTHS</p>			
<p>Room 048 – School Hall</p>	<p>Storage around piano – remove items and review storage</p>		<p>Short Term – 6 months</p>

<p>General WC Facilities</p>	<p>A number of doors to toilet facilities were found too heavy to open. – Pressure to be adjusted</p>		<p>Short Term – 6 months</p>
<p>Car Parking/ drop off points</p>	<p>No signage to the end of each bay – Signage required to identify accessible bays.</p>		<p>Short Term – 6 months</p>
<p>Outside paved steps to classroom 072 & 064</p>	<p>Unsuitable colour contrast to step nosing – Paint contrasting nosing's to steps</p> <p>No handrails – Handrails need to be fit to existing steps</p>		<p>Short Term – 6 months</p>
<p>Steps outside rooms</p> <p>043 & 046</p>	<p>Unsuitable colour contrast to step nosing – Paint contrasting nosing's to steps.</p> <p>Existing handrails were not to the best practice standard – they are fit too low – Raise Handrail</p>		<p>Short Term – 6 months</p>
<p>Outdoor wooden gazebo</p>	<p>Unsuitable colour contrast to step nosing – Paint contrasting nosing's to steps.</p>		<p>Short Term – 6 months</p>
<p>Steps outside room 003 to boiler house</p>	<p>Unsuitable colour contrast to step nosing – Paint contrasting nosing's to steps.</p>		<p>Short Term – 6 months</p>

Location	Action	By Who	Priority Rating
SHORT TERM ACTIONS – 6 MONTHS			
Block 01A – External steps near classrooms 043-036	Handrails not to the best standard practice – too low at bottom of stairs. Raise handrail at bottom of stairs		Short Term – 6 months
Block 01A – External Steps outside classrooms 072 -064	No handrails fitted to flight of stairs – Handrails required		Short Term – 6 months
Block 01A – Room 18 KS2 Corridor 2 nd doors	The corridor doors were found to be heavy to open – Pressure needs to be adjusted.		Short Term – 6 months
Block 01A – Room 015 KS2 Exit to playground	Lobby doors too heavy to open – Pressure to be adjusted		Short Term – 6 months
Block 01A – Access Doors	The doors to a number of offices were too heavy to open. Pressure needs to be adjusted.		Short Term – 6 months
Block 01A Room 082 Heads Office	Seating around table all of 1 design – Chair needed with armrests to assist people with poor mobility in standing and sitting.		Short Term – 6 Months

Block 01A – Room 002 Library seating area	Seating around table all of 1 design – Chair needed with armrests to assist people with poor mobility in standing and sitting.		Short Term – 6 months
Block 01A – 059, 063, 064, 072, 085, 086 & 087	A number of single doors to classrooms were heavy to open. Adjust opening pressure of doors.		Short Term – 6 months
Location	Action	By Who	Priority Rating
SHORT TERM – 6 MONTHS			
Block 01A – Room 81 – Staffroom	No seating with armrests around tables. Additional seating required around tables with armrests to assist people in standing and sitting.		Short Term – 6 months
Block 01A Room 002 Foyer	Step to base of exit door – Paint nosing to highlight the step		Short Term – 6 months
Block 01 A – Room 025 KS2 Disabled toilet	<p>Taps not best practice- Provide lever type taps that are easy to grip.</p> <p>Provide dispensers, coat hooks & mirror</p> <p>Emergency Assistance reset button cannot be reached from sitting position. Reset button needs to be relocated.</p> <p>Poor level of contrast throughout. Contrasting colour system needs to be provided.</p>		Short Term – 6 months

	<p>Spatula flush fitted to incorrect side of the toilet. Relocate spatula flush to opposite side of toilet to avoid overstretching.</p> <p>Room obstructed by storage and bin in transfer space.</p> <p>Provide emergency assistance alarm to shower area.</p>		Short Term – 6 Months
Location	Action	By Who	Priority Rating
SHORT TERM ACTIONS – 6 MONTHS			
Block 02 – Room 096 External Steps	External Steps – Nosing Colour contrast required to steps		Short Term – 6 Months
Block 02 – Room 101 Meeting Room	Door to meeting room was heavy to open. Adjust opening pressure of doors.		Short Term – 6 Months
Block 02 – Room 100	Door is heavy to open – Adjust opening pressure of doors.		Short Term – 6 Months
Block 02 – Room 096	No nosing to steps at front of entrance – Paint nosing to highlight the edge of the step.		Short Term – 6 Months
Block 03 – Steps Outside	Paint contrasting nosing's to steps		Short Term – 6 Months
Block 03 – Room 002	Taps to be replaced with Lever type taps		Short Term – 6 Months

Block 03 – Room 003- Disabled Toilet	Relocate soap & hand towel dispensers above sink and provide single leaf toilet tissue dispenser. Provide coat hooks and mirror.		Short Term – 6 Months
Block 03 – Room 003 – Disabled Toilet	Pull Cord tied up out of reach – This needs to be untied and hang freely.		Short Term – 6 Months
Block 03 – Room 003 – Disabled Toilet	Transfer space obstructed by bin – Bin to be relocated		Short Term – 6 Months
Block 03 – Room 003 – Disabled Toilet	No emergency assistance alarm		Short Term – 6 Months
Location	Action	By Who	Priority Rating
MEDIUM TERM ACTIONS – 1 YEAR			
Various cubicles – Rooms 052, 110, 113 & 116	Provide grab rail to ambulant cubicle doors.		Medium Term – 1 Year
Pedestrian approach to site - provision of drop kerb along approach tactile	Approach highways authority to resolve access issue – to provide tactile paving to drop kerbs at entrance gates and Homerton Road/Gribdale Road junction.		Medium Term – 1 Year
Pedestrian approach to site – signage/ way finding along the approach route was not to best practice standard.	Approach highways authority to resolve access issue, Provide signage to identify school from Homerton Road.		Medium term – 1 Year
Single Gate to site	Not easy to distinguish, grip or operate the gate.		Medium Term – 1 Year

Single Gate to Site	Repaint pedestrian gate posts to highlight entrances.		Medium Term – 1 Year
Block 01A – Outside steps not visual – tactile paving required	Supplement steps with corduroy tactile surfaces to flight - Opposite classrooms 072-064		Medium Term – 1 Year
Block 01A – Outside steps not visual – tactile paving required	Supplement steps with corduroy tactile surfaces to flight opposite classrooms 043 – 036		Medium Term – 1 Year
Block 01A – Room 077	Replace narrow leaf doors with a wider door and half leaf panel		Medium Term – 1 year
Block 01A – Room 020	Replace narrow leaf doors with a wider door and half leaf panel		Medium Term – 1 Year
Location	Action	By Who	Priority Rating
MEDIUM TERM ACTIONS – 1 YEAR			
Block 01A – Room 015	Replace narrow double leaf doors with door and half leaf		Medium Term – 1 Year
Block 01A – Room 077	Replace narrow leaf doors with a wider door and half leaf panel		Medium Term – 1 Year
Block 01A – Room 020	Replace narrow leaf doors with a wider door and half leaf panel		Medium Term – 1 Year
Block 01A – Room 015	Replace narrow leaf doors with a wider door and half leaf panel		Medium Term – 1 Year
Block 01A – Internal Steps	Replace with contrasting nosing identification strips to assist people with visual impairments.		Medium Term – 1 Year

Block 01A – Classrooms	No hearing assistance provisions – Provide portable induction loop if required by a pupil.		Medium Term – 1 Year
Block 01A – Room 022	Light switches located in nearby lobby (room 020) – Light switch should be repositioned in accessible location close to the entrance of the door.		Medium Term – 1 Year
Block 01A – Room 01A – Room 048 – Dining / Bar areas	The clear opening width of the doors was too narrow. Replace Narrow Double Leaf doors with wider door and half leaf.		Medium Term – 1 Year
Location	Action	By Who	Priority Rating
MEDIUM TERM ACTIONS – 1 YEAR			
Block 01A – Room 033 – Doors to Sports Hall	No vision panels to doors – Cut vision panels within existing doors		Medium Term – 1 Year
Block 01A – Room 033 – Sports Hall	Unsuitable Door Furniture – Replace furniture with ‘D’ Type handles.		Medium Term – 1 Year
Block 01A – Room 033 - Sports Hall	No glare reduction provisions – Provide blinds to windows.		Medium Term – 1 Year
Block 01A – Rooms 052, 057, 060, 065, 069 & 074	No signage to door opening of rooms – Suitable signage should be provided to the door opening.		Medium Term – 1 Year

Block 01A – Rooms 010, 012, 0016, 017, 019, 052, 053, 057, 058, 065, 069, 080	General WC Facilities – Supplement fittings with grab rails to provide x 1 ambulant cubicle within each facility.		Medium Term – 1 Year
Block 02 – MSTA – Room 096	Thumb Turn Locks are difficult for some people to use – Consider installing a door release button or alternative lock.		Medium Term – 1 Year
Block 02 – Room 101- MSTA	No hearing assistance provisions – To provide portable induction loop only if required by a service user.		Medium Term – 1 Year
Block 02 – Room 098 & 097– WC Facilities	No grab rails in WC – Supplement fittings with grab rails		Medium Term – 1 Year
Block 02 – Room 098 & 097	Poor level of contrast throughout – To ensure a contrasting colour scheme is provided at next refurb		Medium Term – 1 Year
Location	Action	By Who	Priority Rating
MEDIUM TERM ACTIONS – 1 YEAR			
Block 02 – Room 096 – MSTA	Escape door is too narrow – Consider widening the fire escape opening		Medium Term – 1 Year
Block 03 – Room 001 – Outside Entrance to Nursery 2	No signage to assist users in locating the entrance – Provide signage to identify		Medium Term – 1 Year
Block 03 – Classrooms	Provide induction loop only if required by a pupil		Medium Term – 1 Year

Block 03 – General WC Facilities	No signage to door opening – Provide suitable signage		Medium Term – 1 Year
Block 03 – Room 004 WC Facilities	Supplement fittings with grab rails and outward opening door to provide ambulant cubicle.		Medium term – 1 Year
Block 03 – Room 003 Nursery WC	Reset button cannot be reached from the seated position. Relocate reset button close to toilet.		Medium term – 1 Year
LONG TERM ACTIONS – 1 Year Plus			
Block 08 – General WC Facilities	Poor level contrast throughout – Ensure a contrasting colour scheme is provided at next refurb		Long Term – 1 Year Plus
Block 01A – Room 049 – KS2 Playground Entrance Doors	Step formed near entrance doors – Consider providing platform lift to allow wheelchair access.		Long Term – 1 Year Plus
Block 01A – Corridor Doors – Doors too narrow.	Replace narrow double leaf doors with door and half leaf sets		Long Term – 1 Year Plus
Location	Action	By Who	Priority Rating
LONG TERM ACTIONS – 1 YEAR PLUS			
Block 01A – Room 049	Steps in corridor – Consider providing platform lift to allow wheelchair access		Long Term – 1 Year Plus
Block 01A – Room 051	Clear opening width of door is too narrow – Replace narrow double leaf doors with door and half leaf.		Long Term – 1 Year Plus
Block 01A – 047 Classrooms	Clear opening width of the door needs widening		Long Term – 1 Year Plus

Block 01A – Offices 082 & 078	Clear opening width of door too narrow. Widen door opening if required by a member of staff		Long Term – 1 Year Plus
Block 01A – Classrooms 051 to 055	Clear opening width of doors is too narrow. Widen Door opening if required by a pupil		Long Term – 1 Year Plus
Block 01A – Rooms 023, 063, 064 & 072	Twist turn taps are difficult for some people to use. Replace with lever type taps if required by a member of staff.		Long Term – 1 Year Plus
Block 01A – Staff Room	Consider a low level section of worktop complete with leg room to the underside if required as part of a workplace assessment.		Long Term – 1 Year Plus
Block 01A – School Hall	Pools of light & high shine to flooring. To ensure matt finish cleaning products are used & consider improvements to lighting.		Long Term – 1 year Plus
Location	Action	By Who	Priority Rating
LONG TERM ACTIONS – 1 YEAR PLUS			
Block 01A – Room 033 – Sports Hall	Clear opening width of door too narrow. Replace door with wider door ad half leaf.		Long Term – 1 Year Plus
Block 01A – Rooms 016,017,019,052,053,057,058,065,069 & 070	Clear opening width of doors too narrow – widen door openings if required by a pupil.		Long Term – 1 Year Plus

Block 01A – WC 010 & 012	Doors too narrow – Widen door if required by a member of staff.		Long Term – 1 Year Plus
Block 01A – Escape Doors to rooms 036, 039, 040, 043, 053 & 055	Clear opening width too narrow. Alternative exit available. Widen escape door openings if required by a pupil.		Long Term – 1 Year Plus
Block 01A – Room 025	No visual indicators to rooms of sole occupancy. Provide visual indicators to fire alarm system.		Long Term – 1 Year Plus
Block 02 – Room 096 – MSTA Kitchen	Provide low level counter if required by a member of staff.		Long Term – 1 Year Plus
Block 02 – WC facilities – MSTA	No accessible WC Facility. Provide accessible WC Facility if required by member of staff or service user.		Long Term – 1 Year Plus
Block 03 – Room 002 – Shower Facility	Poor colour contrast between fittings and tiles – To consider this on next refurb.		Long Term – 1 Year Plus

n of good practice, and should be adapted to suit your school's context.