



The Abbey

The independent school for girls aged 3-18.

Equality and Access Plan 2017-2020

The Abbey School, Reading



17 Kendrick Road, Reading, Berkshire RG1 5DZ
Company Limited by Guarantee. Registered in England No 133676.
Registered Charity No 309115. The Abbey School exists to educate academically able girls.



Scope

The School recognises the benefits of a diverse School Community, with individuals who value one another and the different contributions everyone can make. Pupils will be taught to value and respect others. The School is committed to both being an equal opportunities education provider and to equality of opportunity for all members of the School Community.

The following policies, procedures and resource materials are also relevant to the School's accessibility plans:

1. Equal Opportunities Policy;
2. Curriculum Policy;
3. Special Education Needs and Learning Difficulties Policy;

This accessibility plan considers

1. Physical Access: Audit and plans;
2. Access to the Curriculum and
3. Access to Information.

1 Physical Access

The buildings of the school are located over several sites, many with multiple storeys. A physically disabled pupil or visitor would not be able to access all areas however, several lifts are located in the Senior School site. Ramps and handrails have also been fitted at various points across the school.

A comprehensive access audit was undertaken during Summer 2017 and is regularly reviewed and updated. The report, updated in September 2018, exists as a separate document to accompany this plan.

Access considerations are planned in all refurbishment and Estates Development projects.

Responsibilities:

Mark Lucas - Head of Estates, along with the Head of Finance and Resources, The Head and the Executive Board and Governors are responsible for building compliance.

2018-20 Plans

Location	Improvement / Commentary	Completion by
Whole School	Review the accessibility audit in line with all building refurbishment works.	Ongoing
Whole School	Make any reasonable adjustments to accommodate pupils and staff with a disability.	Ongoing as required, in line with adjustments made for current staff and pupils e.g. Visually Impaired.
Senior School Lecture Theatre	Install Induction Audio Loop to help the deaf or hard of hearing.	Completed August 2018 as part of Lecture Theatre Refurbishment Programme
Senior School Access to Rear of School	Install 3 DDA parking bays and a ramp access to the rear of the Senior School to facilitate access and egress to the rear of the school including Sixth Form Centre and Richards Hall.	Easter 2019
Junior School Playground Access	Improve access with double doors and paved ramp.	Completed Summer 2018
Junior School Redevelopment of entrance and frontage	Development of the front of the Junior School - this project is to take into consideration improved access; This includes ramped access and egress; disabled parking; The internal design includes DDA compliance.	Summer 2019
Blenheim House Museum and Gallery	Install disabled WC facilities.	October 2018
Throughout	Contrasting nosings on staircases for visually impaired	Ongoing, 3 main staircases completed.
Whole school	Estates Master plan development by Executive Board and Governors. All new buildings to be DDA compliant.	Masterplan to be completed 2018/19. This will be a plan covering a 10-year Estates Development Programme

2 Access to the Curriculum and Employment

Purpose and Benefit:

All pupils have equal access and benefit equally from the curriculum.

Actions

- Monitor the achievement of SEND pupils in exams and tests;
- Ensure that all teachers of disabled students are informed of individual pupil's need;
- Where appropriate modify timetables, rooms and locations;
- Make available extra resources such as duplicate text books and coloured overlaid;
- Support employees to be available as needed;
- Make available one to one and small group tuition at lunchtime;
- Review Learning Support Plans and set targets where needed;
- Put correct Access Arrangements put into place.

Timing

Ongoing.

Responsibility

Heads of Department, Heads of Year, Learning Support Co-ordinator, individual subject teachers and Examination Officers.

Success Criteria

- SEND pupils achieve their full potential.
- SEND pupils have learning support plans, are monitored and are not disadvantaged in any way.
- Necessary adjustments are made for each pupil.
- Access to the School gradually improved for disabled people.
- A program to work towards full access to all curriculum areas.

3 **Access to information**

Actions

In order to ensure that parents and guardians are fully informed the school will review information sent to ensure it is accessible.

In order to improve communication with disabled pupils and users, the school will publish information as appropriate and review the website to ensure that it is clear, simple and easy to use.

Timing

Ongoing.

Responsibility

The Executive Board.



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Ref No	Location	Wheelchair Entry	Wheelchair Exit	Previous Commentary	Previous Recommended Action	Updated Commentary & Recommendations	Priority	Photo Ref
1	Reception entrance	No	No	Problem: Steps	Solution: Portable ramp	Action complete	N/A	3
2	Reception entrance	No	No	Problem: Steps	Solution: Portable ramp	Action complete	N/A	4
3	External entrance/ exit to Kitchen	YES	YES	Level Entry	N/A	No action required	N/A	2
4	Exit at rear of dining room	No	No	Problem: Steps	Solution: alternative access/exit	Action complete	N/A	1
5	Entrance/ exit from dining room	No	No	Problem: Steps	Solution: alternative access/exit	Action complete	N/A	5
6	Entrance/ exit from dining room	YES	YES	Level Entry	N/A	No action required	N/A	6
7	Entrance/ exit from dining room	No	No	Problem: Steps	Solution: alternative access/exit	No action required	N/A	6
8	Exit by staff room	No	No	Problem: Steps	Solution: Portable ramp	No action required. Alternative route within travel distance.	N/A	7
9	Exit from staff room	No	No	Problem: Steps	Solution: alternative access/exit	No action required	N/A	7
10	Exit from classroom	No	No	Problem: Steps	Solution: alternative access/exit	No action required	N/A	7
11	Entrance/ exit from corridor	No	No	Problem: Steps	Solution: Portable ramp	Action to provide portable ramp	1	9
						Threshold not level. Install aco drainage	1	8



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						system and level in line with threshold.		
12	Entrance/ exit from corridor	No	No	Problem: Steps	Solution: Portable ramp	Door width is non compliant. Use alternative access	N/A	10
13	Exit/ entrance to classroom	No	No	Problem: Steps	Solution: alternative access/exit/portable ramp	Door width is non compliant. Use alternative access	N/A	11
14	Exit/ entrance to classroom	No	No	Problem: Steps	Solution: alternative access/exit/portable ramp	Door width is non compliant. Use alternative access	N/A	11
15	Entrance/ exit from Hall	No	No	Problem: Steps	Solution: alternative access/exit/portable ramp	Action to provide portable ramp	1	12
16	Exit/ entrance to changing area behind hall	No	No	Problem: Steps	Solution: Portable ramp	Access internally and externally is non-compliant. Works required to the room layout to be accessible. School to consider alternative space to be used for accessible changing room	1	N/A
17	Entrance/ exit from Hall	No	No	Problem: Steps	Solution: alternative access/exit/portable ramp	Use alternative access	N/A	13
18	Exit /entrance to hall lobby	No	No	Problem: Steps	Solution: Portable ramp	Threshold is not level. Levelling works required to hard-standing area. Install aco drainage system.	1	14
19	Exit from classroom	No	No	Problem: Steps	Solution: Portable ramp	Portable ramp provided	N/A	15
20	Front entrance	No	No	Problem: Steps	Solution: Portable ramp	Action complete	N/A	3



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21	Entrance to outside classroom	YES	YES	Level Entry	N/A	Threshold is not level.	N/A	16
22	Stairs to first floor by entrance	N/A	N/A	Non accessible to first floor	Solution: stair lift access to be provided.	Stair lift has been provided. The first floor is non-wheelchair accessible. The school is to consider installing a lift.	N/A	17
23	Change in level in corridor	N/A	N/A	Non-accessible to first floor due to steps.	Solution: Portable ramp	Portable ramp is available. The first floor is non-wheelchair accessible. The school is to consider installing a lift.	N/A	N/A
24	Entrance to dining room	N/A	N/A	Non-accessible internally.	Solution: Portable ramp	Action complete	N/A	25
25	Stairs to first floor, hall lobby	N/A	N/A	Non accessible to first floor	Solution: stair lift access to be provided.	Stair lift has been provided. The first floor is non-wheelchair accessible. The school is to consider installing a lift.	N/A	18& 19
26	Stairs by reception	N/A	N/A	Non accessible to first floor	No solution provided.	The first floor is non-wheelchair accessible. The school is to consider installing a lift.	N/A	20
27	Stairs to attic	N/A	N/A	Non accessible	No solution provided.	Area is non accessible. Alternative rooms available to staff.	N/A	21& 22
28	Access to kitchen	N/A	N/A	Non accessible	Alternative access available	No works required.	N/A	24



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Ref No	Location	Wheelchair Entry	Wheelchair Exit	Previous Commentary	Previous Recommended Action	Updated Commentary & Recommendations	Priority	Photo Ref
1	Front Door (L/H Side)	YES	YES	Problem: Heavy Door Solution: Powered Doors.	Assistance required to open door.	Door to be automatic. Power assistance to be installed.	1	27
2	Front Door (R/H Side)	YES	YES	Problem: Heavy Door Solution: Powered Doors.	Assistance required to open door.	Door to be automatic. Power assistance to be installed.	1	31
3	Music Dept. Door	YES	YES	Problem: Heavy Door Solution: Powered Doors.	Assistance required to open door.	Door to be automatic. Power assistance to be installed.	1	32
4	Hall Fire Doors	NO	NO	Problem: Step Solution: Use Alternative doors.	No room outside for a ramp.	Threshold is not level. Levelling works to paved area required and install aco drainage.	1	33 & 34
5	Classroom 1 Door	NO	YES	Problem: Step Solution: Portable Ramp.	Solution: Portable ramp.	Install portable ramp with landing.	1	30
6	Classroom 2 Door	NO	YES	Problem: Step Solution: Portable Ramp	Solution: Portable ramp.	Install portable ramp with landing.	1	29
7	Classroom 3 Door	NO	YES	Problem: Step Solution: Portable Ramp.	Solution: Portable ramp.	Install portable ramp.	1	28
8	Rear Fire Doors	NO	YES	Problem: Step.	Solution: Portable ramp.	Install portable ramp.	1	N/A
9	Stairs to Upper Level	N/A	N/A	Problem: Stairs.	Solution: Use the Lift.	No works required.	N/A	26



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Ref No	Location	Wheelchair Entry	Wheelchair Exit	Previous Commentary	Previous Recommended Action	Updated Commentary & Recommendations	Priority	Photo Ref
1	Front door and lobby	NO	NO	Problem: Steps at 3 levels not practical for ramping.	Solution alternative access available.	Front door is not level. Works to external hard-standing area to provide level threshold. Installation of aco drainage system to front of door.	1	35
2	Staircase to upper level	N/A	N/A	Non-accessible to upper level due to steps.	Installation of stair lift or use alternative on ground floor for teaching.	Fire evacuation chair has been installed however upper floors are non-accessible. School to consider use of ground floor for wheelchair users.	1	36
3	Change in level in corridor	N/A	N/A	Non-accessible to upper level.	Steps to upper floor. Install temporary ramp.	Ramp has been provided, however upper floor is not accessible.	1	37
4	Access to garden	YES	YES	Level access, small threshold.	No action provided.	Levelling works required to achieve level threshold. Installation of aco drainage system.	1	38
5	Access to/from courtyard	NO	NO	Issue relates to steps.	Action to install temporary ramp.	Temporary ramp not provided. Door threshold internally is not level. Use alternative access.	N/A	39
6	Entrance to wcs	N/A	N/A	Non-accessible to upper level.	Issue: step. Assistance required.	School to consider adapting the building and installing accessible WC.	1	49
7	Access to kitchen	NO	NO	Issue: step.	Action to install temporary ramp.	Ramp installed is non accessible. School to provide permanent	1	41



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						ramp.		
8	Access to classroom	NO	NO	Issue: Step	Action to install temporary ramp.	Temporary ramp provided.	N/A	42
9	Change in level in corridor	N/A	N/A	Non-accessible to upper level	Issue: Steps. No solution feasible.	No solution feasible.	N/A	43
10	Access to attic	N/A	N/A	Non-accessible to upper level	Steps. Stair lift not practical. Disabled access not possible.	Area not accessible for students / staff.	N/A	44
11	Temporary Hall/Dining Room	YES	YES	Ramps fitted to both main and fire exits	N/A	Site manager confirmed building is now not in use.	N/A	N/A



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Ref No	Location	Wheelchair Entry	Wheelchair Exit	Previous Commentary	Previous Recommended Action	Updated Commentary & Recommendations	Priority	Photo Ref
1	Archway door	YES	YES	Problem: Shallow Step	Assistance required to operate coded lock and to open door. Solution: Concrete lip to be formed	Complete	N/A	45
2	Fire door exit by Chapel	NO	YES	Problem: Steps & inadequate ramp which lead onto gravel, with a large step to footpath.	Use the fire exit door only when the fire alarm sounds. Solution: Use fire exit and wait on gravel for assistance, or use alternative doors.	Complete	N/A	46
3	Old Fitness Room' Fire doors	NO	YES	Problem: Steps which lead onto gravel, with a large step to footpath.	Use the fire exit door only when the fire alarm sounds. Solution: Use fire exit and wait on gravel	Recommendation as previous action. School could look to install level hard-standing.	N/A	47
4	Gym main entrance	NO	NO	Problem: Steps	The steps are too steep and the space too small, to allow for a ramp to be built. Solution: Use other doors (Items 5 & 6)	Recommendation as previous action.	N/A	48
5	Gym changing room entrance, opp Archway door.	YES	YES	Problem: Steps	Assistance required to operate coded lock and to open door. Solution: Portable ramp.	Portable ramp provided.	N/A	49
6	Gym changing room entrance,	YES	YES		Assistance required to operate coded lock and to open door. Solution: Portable	Portable ramp provided.	N/A	50



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	by Gym office.				ramp.			
7	Gym Hall fire exit (nearest Gym Main Ent)	NO	YES	Problem: Steps in different directions.	Interim solution is to use doors at Items 5 & 6 via Item 53 Solution: Permanent ramp & safety railings.	Door threshold is not level. Recommendation to use alternative exit.	N/A	51
8	Escape from CS7	NO	NO	Problem: Stairs.	Single person width escape stairs. Solution: Exit via CS5 or await assisted escape with Evacuation chair.	Complete. Exit via CS5 or await assisted escape.	N/A	52
9	Gym Hall fire exit (nearest Rose Garden door)	NO	NO	Problem: Steps.	A notice should be put on the exit doors, informing wheelchair users to use the adjacent fire exit. Solution: Use the other fire exit (Item 7).	Use other fire exit.	N/A	53
10	Rose garden	YES	YES	Problem: Shallow Step.	Assistance required to operate coded lock and to open door. Solution: Concrete lip to be formed.	Works not complete. External hard standing works to create level access.	1	54
11	Centre Block South Entrance	YES	YES	Problem: Step at juncture of footpath.	Assistance required to operate coded lock and to open door. Solution: Permanent ramp.	Level access provided.	N/A	55
12	Lecture Theatre fire exit (rear)	NO	NO	Problem: Narrow steep steps.	Solution: Use fire exits at front.	Use fire exits at front.	N/A	56



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13	Drama studio external doors	NO	YES	Problem: Steps.	Solution: Portable ramp.	Portable ramp provided.	N/A	57
14	6th form entrance	YES	YES	Problem: Steps.	Solution: Permanent ramp.	Install permanent ramp with hand railings.	1	58
15	Richards Hall corridor external doors.	YES	YES	Problem: Steps. to/from patio.	Assistance required to operate coded lock and to open door. Solution: Permanent ramp & safety railings.	Install permanent ramp with hand railings.	1	59
16	Richards Hall fire exit (side front)	NO	NO	Problem: Steps.	Interim solution is to use doors to/from Richards Hall (Item19) Solution: Permanent ramp.	Install permanent ramp with hand railings and fixed rail. Interim solution is to use doors to/from Richards Hall (Item19).	3	60
17	Richards Hall Fire exit (side rear)	NO	YES	Problem: Steps to/from patio.	Interim solution is to use doors to/from Richards Hall (Item 19) Solution: Permanent ramp & safety railings.	Install permanent ramp with hand railings and fixed rail. Interim solution is to use doors to/from Richards Hall (Item19).	3	60
18	Richards Hall	YES	YES	Problem: None.	N/A	N/A	N/A	N/A
19	Access to stage & changing rooms from the Richards Hall.	NO	NO	Problem: Narrow steps.	A temporary stage with suitable access should be considered for performances, and/or use of the floor space.	Alternative changing area to be sought.	N/A	61



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					Solution: Alternative changing area to be sought.			
20	External access to/from Richards Hall changing rooms	NO	NO	Problem: Steps	Interim solution is to provide a alternative changing area. Solution: Permanent ramp	Install permanent ramp with hand railings.	1	62
21	Quad	YES	YES	Problem: Steps to all doors	Assistance required to open doors. Solution: Permanent and/or temporary ramp.	Install permanent ramp with hand railings to 1no. exit.	2	63
22	Dining room Fire exit	YES	YES	Problem: None.	Assistance required to open doors.	Level access to be provided internally.	1	64
23	Kitchen rear entrance.	YES	YES	Problem: Steps	Assistance required to operate coded lock and to open door. Solution: Permanent ramp	Permanent ramp has been provided, however requires levelling and maintenance works	2	65
24	Centre Block North Stairwell	NO	NO	Problem: Steps	Solution: Use alternative door (Item11)	Use alternative door (Item11)	N/A	67
25	Pool corridor fire exit.	NO	YES	Problem: Steps	Solution: Permanent ramp	Install permanent ramp with hand railings.	1	68
26	Swimming Pool fire exit (rear)	NO	YES	Problem: Steps Solution: Portable ramp.	Solution: Portable ramp.	Install portable ramp.	1	66
27	Swimming Pool fire exit (side)	NO	NO	Problem: Steps & narrow door	Solution: Use alternative doors (Items 26 & 28)	Use alternative doors	N/A	N/A



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28	Swimming Pool main entrance	YES	YES	Problem: Steps	N/A	Main entrance accessible. No works required.	N/A	N/A
29	Fire exit to car park by Hardcastle Hall	NO	YES	Problem: Steps	Assistance required to open doors. Solution: Permanent ramp	Install permanent ramp with hand railings	1	N/A
30	Science Block main entrance	YES	YES	Problem: None.	Assistance required to open door.	No action required.	N/A	69
31	Side gate to rear of school	YES	YES	Problem: None.	Assistance required to operate coded lock and to open gate.	No action required.	N/A	N/A
32	Fire exit rear science block	NO	YES	Problem: None.	Assistance required to open doors.	No action required.	N/A	N/A
33	1st floor fire exit from staff room	NO	NO	Problem: External spiral staircase.	There is currently no wheelchair access to this area Solution: Evacuation chair required.	Evacuation chair to be provided.	1	71
34	Main reception	YES	YES	Problem: None.	Assistance required to open doors.	Assistance required to open doors.	N/A	N/A
35	Girls entrance (front)	YES	YES	Problem: None.	Assistance required to open doors.	Assistance required to open doors.	N/A	N/A
36	Girls entrance (rear)	YES	YES	Problem: None.	Assistance required to open doors.	Assistance required to open doors.	N/A	N/A
37	Girls entrance (courtyard)	YES	YES	Problem: None. Solution:	Assistance required to open doors.	Assistance required to open doors.	N/A	N/A
38	Staff entrance (courtyard)	YES	YES	Problem: None.	Assistance required to open doors.	Assistance required to open doors.	N/A	N/A



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39	Post room	NO	NO	Problem: Steps	Assistance required to open doors. Solution: Use alternative door (Item 34)	Use alternative access.	N/A	N/A
40	Stairs to Staff rooms & Hardcastle Hall upper level.	NO	NO	Problem: Stairs	Solution: Install a lift externally at Item 30	Lift not installed. School to consider alternative rooms to be used on the ground floor.	2	N/A
41	Stairs to Dance Studio	NO	NO	Problem: Stairs	Solution: Relocate the Dance Studio	Dance Studio is non-accessible in current location.	N/A	N/A
42	Stairs to disabled toilet, nurses room & science block	YES	YES	Problem: Steps	Solution: Existing stir lift & alternative access via Item 30	Use alternative access.	N/A	N/A
43	Science Block upper levels	YES	YES	Problem: Stairs	Solution: Use existing lift	Use existing lift.	N/A	N/A
44	Stairs to Careers, Exam Office and Pool Changing Rooms	YES	YES	Problem: Steps	Solution: Use existing stair lift	Use existing stair lift.	N/A	N/A
45	Pool corridor stairs	YES	YES	Problem: Steps	Solution: Use existing stair lift	Use existing stair lift.	N/A	N/A
46	Hoist for Swimming Pool	NO	NO	Problem: No hoist	Solution: Install hoist	Install hoist.	1	N/A



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47	North staircase to Centre Block upper levels	NO	NO	Problem: Stairs	Solution: Use existing lift at item 51	Use existing lift.	N/A	N/A
48	Richards Hall Balcony	NO	NO	Problem: Stairs	Assistance required to open doors. Solution: Use ground floor seating	Use ground floor seating.	N/A	N/A
49	Stairs to upper level 6th form	NO	NO	Problem: Stairs	Solution: Use existing lift at Item 51	Use existing lift.	N/A	N/A
50	Lecture Theatre	YES	YES	Problem: Tiered levels for seating	Assistance required to open doors. Solution: Use level floor space at front.	Assistance required to open doors.	N/A	N/A
51	South staircase to Centre Block upper levels	YES	YES	Problem: Stairs	Solution: Use existing lift	Use existing lift.	N/A	N/A
52	Stairs to Food Tech	NO	NO	Problem: Steps	Solution: Relocate Food Tech	Food tech room has not been relocated. School to consider relocation or secondary food tech room.	N/A	N/A
53	Gym Changing rooms to Gym Hall.	YES	YES	Problem: Stairs	Solution: Portable ramp	Portable ramp installed.	N/A	N/A
54	All levels & areas.	YES	YES	Problem: Stairs	Solution: Use existing lift	Use existing lift.	N/A	72



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55	Stairs to Hardcastle Hall upper level.	NO	NO	Problem: Stairs	Solution: Install a lift externally at Item30	Area is non-accessible. Refer to item 40.	N/A	73
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Ref No	Location	Wheelchair Entry	Wheelchair Exit	Previous Commentary	Previous Recommended Action	Updated Commentary & Recommendations	Priority	Photo Ref
1	Main Entrance	NO	NO	N/A	N/A	Step to main entrance. External levelling required to provide level threshold. Install aco drain to threshold.	1	74
2	Room 1	NO	NO	N/A	N/A	Door opening size is non-accessible. Structural alteration works are required to become accessible. Installation of new frame, lining and door.	1	75
3	Bathroom	NO	NO	N/A	N/A	Door opening size is non-accessible. Structural alteration works are required to become accessible. Installation of new frame, lining and door.	1	76
4	Ground Floor Lobby (Access to stairs)	NO	NO	N/A	N/A	Door opening size is non-accessible. Consider item 8 and use for access to 1 st floor.	1	77
5	Corridor	NO	NO	N/A	N/A	Door opening size is non-accessible. Structural alteration works are required to become accessible. Installation of new frame, lining and door.	1	78
6	Room 3	NO	NO	N/A	N/A	Door opening size is non-accessible. Structural alteration works are required to become accessible.	1	79



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						Installation of new frame, lining and door.		
7	Room 2	NO	NO	N/A	N/A	Door opening size is non-accessible. Structural alteration works are required to become accessible. Installation of new frame, lining and door.	1	80
8	Lift	YES	YES	N/A	N/A	Unable to test lift. Unknown if lift is in working condition, School to assess working condition of lift. If in working condition maintenance/ servicing required.	1	82
9	Kitchen no.1	NO	NO	N/A	N/A	Door opening size is non-accessible. Structural alteration works are required to become accessible. Installation of new frame, lining and door.	1	83
10	Kitchen no.2	NO	NO	N/A	N/A	Door opening size is non-accessible. Use kitchen no.1	1	84
11	Lounge / Dinning Room	NO	NO	N/A	N/A	Door opening size is non-accessible. Structural alteration works are required to become accessible. Installation of new frame, lining and door.	1	85
12	Lounge Patio Doors	NO	NO	N/A	N/A	Patio doors do not provide a level threshold to the external patio	1	86



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						area. School to considering replacement of doors to allow level threshold. Installation of aco drainage system to front of doors will be required.		
13	Room 4 (Access from lounge)	NO	NO	N/A	N/A	Door opening size is non-accessible. Structural alteration works are required to become accessible. Installation of new frame, lining and door.	1	87
14	WC (Access from lounge)	NO	NO	N/A	N/A	Bathroom is non accessible for wheelchair users. School to consider adapting the building and installing accessible WC.	1	88
15	Door Access to Stairs	NO	NO	N/A	N/A	Door opening size is non-accessible. Consider item 8 and use for access to 1 st floor.	1	89
16	Rear Entrance	NO	NO	N/A	N/A	Use alternative entrance.	N/A	90
17	Access to Bathroom	NO	NO	N/A	N/A	Door opening size is non-accessible. Due to the structural make-up of the building. Alterations to make the bathroom access are not possible. School to consider an alterative location for an accessible bathroom.	N/A	91



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18	Room 13	NO	NO	N/A	N/A	Door opening size is non-accessible. Structural alteration works are required to become accessible. Installation of new frame, lining and door.	1	92
19	1 st Floor Lobby	NO	NO	N/A	N/A	Door opening size is non-accessible. Due to the structural make-up of the building. Alterations to create access from the landing to corridor are not possible. School to consider use of rooms accessible from lift or ground floor.	N/A	93
20	Room 12	NO	NO	N/A	N/A	Door opening size is non-accessible due to item 19. School to consider use of rooms accessible from lift or ground floor.	N/A	94
21	Room 11	NO	NO	N/A	N/A	Door opening size is non-accessible due to item 19. Adjacent access is restricted due to step. School to consider use of rooms accessible from lift or ground floor.	N/A	95
22	Lobby (Between Room 10 & 11)	NO	NO	N/A	N/A	Refer to item 21.	N/A	96
23	Door Opening to Conservatory	NO	NO	N/A	N/A	Refer to item 21.	N/A	97



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24	Conservatory External Access	NO	NO	N/A	N/A	Access to the conservatory is restricted due to step and door opening size. Due to the restriction of door thresholds installation of a ramp would not be possible.	N/A	98
25	Room 8	NO	NO	N/A	N/A	Door opening size is non-accessible. Structural alteration works are required to become accessible. Installation of new frame, lining and door.	1	100
26	Landing (adjacent to Room 8)	NO	NO	N/A	N/A	Access is restricted due to step and door opening size. School to consider use of rooms accessible from lift or ground floor.	N/A	99 & 101 & 102
27	Landing (door to corridor)	NO	NO	N/A	N/A	Door opening size is non-accessible. Structural alteration works are required to become accessible. Installation of new frame, lining and door.	1	103
28	Bathroom	NO	NO	N/A	N/A	Door opening size is non-accessible. Due to the structural make-up of the building. Alterations to make the bathroom access are not possible. School to consider an alternative location for an accessible bathroom.	N/A	104



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29	Room 7	NO	NO	N/A	N/A	Door opening size is non-accessible. Structural alteration works are required to become accessible. Installation of new frame, lining and door.	1	105
30	Room 6	NO	NO	N/A	N/A	Door opening size is non-accessible. Due to the structural make-up of the building. Alterations to make the room access are not possible. School to consider alternative rooms.	N/A	106
31	Room 5	NO	NO	N/A	N/A	Door opening size is non-accessible. Due to the structural make-up of the building. Alterations to make the room access are not possible. School to consider alternative rooms.	N/A	107
32	External Stairs	NO	NO	N/A	N/A	Due to the door and staircase width size access is not possible. Alternative to provide evacuation chair to stairs in item 4.	1	108



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Ref No	Location	Wheelchair Entry	Wheelchair Exit	Previous Commentary	Previous Recommended Action	Updated Commentary & Recommendations	Priority	Photo Ref
1	Main Entrance	NO	NO	N/A	N/A	Install permanent ramp with hand railings.	1	109
2	Head of External Relations Room	NO	NO	N/A	N/A	Access not level due to door threshold. Remove threshold and install new door and lining.	1	N/A
3	Rear Entrance	NO	NO	N/A	N/A	Use alternative access.	N/A	112
4	Maintenance Room	NO	NO	N/A	N/A	Install permanent ramp with hand railings.	1	111
5	External Relations Room (External Access)	NO	NO	N/A	N/A	Install permanent ramp with hand railings. Install accessible door.	1	113
6	External WC Access	NO	NO	N/A	N/A	Use internal access.	N/A	114
7	Kitchen Breakout Space	NO	NO	N/A	N/A	Use alternative access.	N/A	115
8	Corridor (adjacent to stairs)	NO	NO	N/A	N/A	Door opening size is non-accessible. Due to the structural make-up of the building. Alterations to make the room access are not possible. School to consider alternative rooms.	N/A	116
9	Corridor (adjacent to stairs)	NO	NO	N/A	N/A	Door opening size is non-accessible. Due to the structural make-up	N/A	117 & 118



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						of the building. Alterations to make the room access are not possible. School to consider alternative rooms.		
10	Breakout space	NO	NO	N/A	N/A	Door opening size is non-accessible. Structural alteration works are required to become accessible. Installation of new frame, lining and door.	1	119
11	Female WC	NO	NO	N/A	N/A	Door opening size is non-accessible. Given the WC is non-accessible school to consider an alternative location for an accessible bathroom.	1	120
12	Kitchen	NO	NO	N/A	N/A	Door opening size is non-accessible. Structural alteration works are required to become accessible. Installation of new frame, lining and door.	1	121
13	Opening to Break-Out Space	NO	NO	N/A	N/A	Door opening size is non-accessible. Structural alteration works are required to become accessible. Installation of new frame, lining and door.	1	122
14	Rest Room	NO	NO	N/A	N/A	Door opening size is non-accessible. Structural alteration works are required to become accessible.	1	123



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						Installation of new frame, lining and door.		
15	Opening Between Properties	NO	NO	N/A	N/A	Opening size is non-accessible. Structural alteration works are required to become accessible.	1	110
16	Marketing Room	NO	NO	N/A	N/A	Door opening size is non-accessible. Structural alteration works are required to become accessible. Installation of new frame, lining and door.	1	N/A
17	External Relations (Internal Access)	NO	NO	N/A	N/A	Door opening size is non-accessible. Structural alteration works are required to become accessible. Installation of new frame, lining and door.	1	N/A
18	Upper Floors	NO	NO	N/A	N/A	Upper floors non-accessible.	N/A	N/A



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1	Main Entrance	NO	NO	N/A	N/A	Install permanent ramp with hand railings.	1	124
2	Rear Entrance	NO	NO	N/A	N/A	Install permanent ramp with hand railings.	1	130
3	Rear Side Entrance	NO	NO	N/A	N/A	Threshold is not level. If works stated in item 2 are considered school to use alternative access.	1	133
4	Internal Opening no.1	YES	YES	N/A	N/A	Opening accessible.	N/A	125
5	Stairs	NO	NO	N/A	N/A	Upper floors non-accessible.	N/A	128
7	Room 1 (front of property)	NO	NO	N/A	N/A	Door opening size is non-accessible. Structural alteration works are required to become accessible. Installation of new frame, lining and door.	1	126
8	Room 2	NO	NO	N/A	N/A	Door opening size is non-accessible. Structural alteration works are required to become accessible. Installation of new frame, lining and door.	1	127
10	Room 3	NO	NO	N/A	N/A	Door opening size is non-accessible. Structural alteration works are required to become accessible. Installation of new	1	129



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						frame, lining and door.		
11	Room 4	NO	NO	N/A	N/A	Area considered storage room. School to consider alterative rooms.	N/A	134



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1	Main Entrance	NO	NO	N/A	N/A	Install permanent ramp with hand railings.	1	135
2	Stairs	NO	NO	N/A	N/A	Upper floors non-accessible.	N/A	136
3	Front Entrance to Flat	YES	YES	N/A	N/A	No works.	N/A	138
4	Room 1 (Front of property)	YES	YES	N/A	N/A	No works.	N/A	139
5	Room 2	YES	YES	N/A	N/A	No works.	N/A	140
6	Lounge (access via corridor)	NO	NO	N/A	N/A	Use alternative access to lounge via Room 2.	N/A	141
7	Lobby (Access from lounge)	YES	YES	N/A	N/A	No works.	N/A	142
8	Kitchen	YES	YES	N/A	N/A	No works.	N/A	143
9	Room 3 (Rear of property)	NO	NO	N/A	N/A	Door opening size is non-accessible. Due to the structural make-up of the building. Alterations to make the room access are not possible. School to consider alternative rooms.	N/A	145



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Kendall Kingscott



10	Rear Entrance			N/A	N/A	Install permanent ramp with hand railings.	1	144
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