



HARLINGTON LOWER AND SUNDON LOWER SCHOOL **ACCESSIBILITY PLAN 2026 -202 9**

Approved by Local Governing Committee: February 2026
Next review: February 2029

Introduction

It is a requirement under the Equality Act 2020 for schools to have an accessibility plan. This plan defines Harlington and Sundon Lower Schools' plans to ensure accessibility for all members of our school communities. This plan links with the Pyramid School Trust's Equality Policy and should be read in conjunction with this document. The Accessibility Plan is monitored by the Headteacher who reviews its impact annually and ensures training for all staff.



We support children in becoming well rounded individuals where they naturally demonstrate the values of the school in all aspects of their lives.

Improving the Physical Access

If a pupil with a disability is given a place at Harlington or Sundon Lower School, adaptations will be made to accommodate pupil need.

Target	Task	Timescale	Responsible staff	Success criteria
Continue to ensure that evacuation from buildings is swift	Continue to ensure that in termly evacuation drills, all pupils and staff are safely evacuated from the buildings within two minutes. When necessary, evacuation procedure and/or emergency plan is reviewed. Children have PEEPs if necessary.	Termly As new pupils join the school	Headteacher Class teachers Local Governing Committee	All pupils and staff safely evacuated from buildings within two minutes.
To be aware of the access needs of pupils, staff, governors and parents/carers	Review needs of pupils and staff with disabilities. Audit needs of governors and parents/carers.	Annually and as required	Headteacher Class teachers	Senior leadership aware of needs of pupils, staff, governors and parents/carers and can ensure equality of access
Improve access to the physical environment, responding to new pupils and staff as they join	Identify all steps around the schools and put plans in place to ensure accessibility, including the Southbank at Harlington Lower and the Library/ICT Suite at Sundon Lower.	Annually and as required	Headteacher Site agent Local Governing Committee	Improved access to the Southbank at Harlington Lower. Improved access to the Library/ICT Suite at Sundon Lower.
Develop a sensory room at Harlington Lower School	Repurpose a specific area at HLS into a dedicated sensory room for de-escalation and sensory-seeking needs	December 2026	Headteacher	Pupils with high sensory needs regulate faster and, as a result, can access learning quicker
Conduct sensory audits	Annual audits of all classrooms (lighting, noise, clutter) to support neurodivergent focus and support sensory needs	September 2026 and annually	Headteacher SLT	Classrooms provide a low-arousal, inclusive environment

Improving the Curriculum Access

Target	Task	Timescale	Responsible staff	Success criteria
Ensure staff are aware of the needs of pupils.	Review specific needs for pupils living with a disability.	Annually and as required	Headteacher Class teachers SENDCo	Staff aware of relevant issues and can ensure equality of access.
Ensure all educational visits and trips are accessible to children with disabilities.	All out-of-school visits are planned to ensure, where reasonable, the participation of the whole range of pupils	Ongoing All educational visits	Headteacher Class teachers SENDCo	Procedures in place, recorded on EVOLVE, where reasonable, accessibility needs met to enable participation of all pupils
Embedding the graduated approach	Use learning walks, coaching and feedback to ensure the Assess-Plan-Do-Review cycle is used for all SEND pupils.	Termly	Headteacher SENDCo	Staff consistently apply adaptive teaching as the 'first response'.
Ensure relevant staff are trained to meet individual medical needs of pupils as appropriate.	Organise training as needs arise.	As required	Headteacher Class teachers SENDCo	Staff training completed for specific needs.
Ensure all staff have regular ongoing training to support the teaching of children with specific needs	Organise training as needs arise.	As required	Headteacher Class teachers SENDCo	Teachers are able to more fully meet the requirements of pupils' needs with regard to access the curriculum.
Develop library provision	Audit library books and expand the library to include high-quality bilingual books and	By Summer 2027	Headteacher English Leads	All children see themselves reflected in the school's reading culture.

	positive disability representation.			
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Improving the Delivery of Written Information

Target	Task	Timescale	Responsible staff	Success criteria
Parent participation	Implement varied ways for parents to participate (e.g. sustainability focus group) to diversify the volunteer pool.	Spring 2027	SLT	Increased parental engagement across a wider demographic
Digital accessibility	Audit websites to ensure compliance with Web Accessibility Compliance Guidelines. Ensure all letters are 'screen-reader friendly' and available in digital formats.	September 2027	Headteacher Office Manager Network Manager	Digital communications are accessible to parents with visual or cognitive impairments
EvidenceMe	Use the EvidenceMe platform to share real-time successes with parents of pupils with SEND, fostering mutual trust.	From Spring 2026	EYFS Teachers	Parents feel more connected to their child's learning journey and school life.
Plain English Strategy	Use a standard "Plain English" template for all letters—using bullet points and clear headings to aid EAL and neurodiverse parents.	Spring 2027	Headteacher Office Manager	Parent surveys confirm communication is 'clear and welcoming.'
Visual communications	Standardise the use of Widgit symbols for school-home schedules and signage to support non-verbal pupils and EAL families	July 2027	SENDCo	Visual environments improve independence for pupils and clarity for parents.
Availability of written material in alternative formats when requested	Research services available for converting written information into alternative formats	Ongoing	Headteacher Office Manager	Delivery of information to parents with disabilities improved
Availability of written material in different	Promote availability of school publications in different languages	September 2027	Headteacher Office Manager	Delivery of information to parents with English as an

languages when requested				Additional Language improved
Make available brochures, newsletters and other information for parents in alternative formats when requested	Promote availability of school publications in different formats	September 2027	Headteacher Office Manager	Delivery of school information to parents and the local community improved