

Birkby Infant & Nursery School

School Accessibility Plan 2014 - 2017

Part C: Improving the delivery of information - communication access

Provision and strategies already in place:

- * Access to translators.
- * Some multilingual signage and translation of some letters into some languages.
- * Purchase of Multilingua ICT dictionaries.
- * Availability of home visits, with translators.
- * Visual cues on letters to home.
- * Availability of staff, including bilingual staff, in the playground at the beginning and end of each day.
- * Pupil registration forms include a section for parents'/carers' access requirements.
- * School website.
- * Access to LA services, to provide written materials in alternative formats.
- * Additional Needs Team established.
- * Direction signage around school includes visual clues, photographs and heritage language.
- * Dyslexia-friendly strategies in written communication with parents/carers - cream paper used for letters home, including homework.
- * Key information letters translated into Chinese, Russian, Arabic, Farsi, Hungarian and Kurdish.
- * Communication access audit of environment/provision by School Speech Therapist.

- *Makaton training for all staff
- *Kurdish/Arabic speaking interpreter employed as of 8.1.14
- *Small Hall Plasma screen "Welcome" slideshow.
- *Mid-term Induction policy and programme.
- *Survival communication fans for new-to-English families.
- *All staff wear green jackets at home time for easier identification by families.
- *Speech therapy INSET for all staff 6.1.14
- ***Class Induction Books for mid-term entrants.**
- ***New School Website.**
- ***Further development of consistent use of Makaton - teacher communication fans with key survival vocabulary.**
- ***Parents' evening in the autumn term, and two parents' days in spring and summer terms to support attendance due to working/family commitments.**
- ***Availability of staff who speak Punjabi, Urdu, Polish, Hindi, Mirpuri, Italian, French and Hungarian.**

Part C 2015-2016

<u>Objectives</u>	<u>Priority rating</u>	<u>Action/By whom</u>	<u>Outcomes</u>	<u>Timeframe</u>
To improve the delivery of information - communication access for service users with speech, language and communication needs, limited or no English and/or literacy skills.	H	Outdoor Plasma Parent/Carer information screen to be installed (DW).	Improved access and increased participation to education and services for users with additional communication needs.	Autumn 2015
	H	Ongoing monitoring/improve accessibility of letters home - visual cues, key information highlighted, limit amount of text (SMT). Staff to share all letters with children prior to being sent home (All staff).		Autumn 2015 and ongoing

	M	Ongoing Class Induction Books for mid-term inductees (Staff/DT).		Autumn 2014
	H	Further improvements to school website, including video clips of ECAR, ECAC, Numeracy, EYFS Phonics teaching to offer further support/ideas to parents/carers (SMT/ICT lead).		Autumn 2015
	M	Availability of crèche facilities to be publicised when courses/meetings are		Autumn 2015 and ongoing

	H	<p>advertised, to support attendance by parent/carers (DW/JH).</p> <p>To increase the use of texting service to inform parents/carers of key events/cancellation of meetings/clubs etc (DW)</p>		Autumn 2015 and ongoing
	H	<p>To source more consistent access to Kurdish and Arabic translator services (DW/DT).</p>		Autumn 2015