Accessibility Plan 2025–2028

The Federation of Fairfield and Colneis Primary Schools serves the community of Felixstowe, Suffolk, providing education for pupils from Reception to Year 6. Both schools will be soon working collaboratively within the Eko Trust to promote inclusion, equity and opportunity for all children, staff and families.

1. Introduction and Legal Compliance

This Accessibility Plan has been drawn up in compliance with current legislation and the Equality Act 2010, Schedule 10, which relates to disability. It sets out the Federation's commitment to increasing access for pupils with disabilities and describes how we will achieve this over the next three years.

We are committed to providing a fully accessible environment that values and includes all pupils, staff, parents and visitors regardless of their educational, physical, sensory, social, spiritual, emotional or cultural needs. We aim to challenge negative attitudes towards disability and accessibility, developing a culture of awareness, tolerance and inclusion.

2. Aims of the Accessibility Plan

This plan aims to:

- Increase the extent to which pupils with disabilities can participate in the curriculum.
- Improve the physical environment of the schools to enable pupils with disabilities to take better advantage of education, facilities and services provided.
- Improve the availability of accessible information to pupils, parents and staff with disabilities.

The governing body also recognises its responsibilities towards employees with disabilities and will ensure that recruitment, support and development processes are equitable and inclusive. Reasonable adjustments will be made to enable all staff to access and fulfil their roles effectively.

This plan will be resourced, implemented, reviewed and revised in consultation with pupils, parents, the Headteacher, staff, governors and relevant external partners. It will be reviewed every three years, or earlier if circumstances require, such as following refurbishment or significant changes to pupil needs.

3. Accessibility Audit

The audit will cover three key areas:
1. Access to the curriculum – assessing the extent to which pupils with disabilities can access learning equally.
2. Access to the physical environment – assessing the extent to which pupils can move around and access facilities.

3. Access to information – assessing how effectively information is communicated to pupils, parents and staff.

4. Accessibility Action Plan 2025–2028

Aim: Improve and maintain access to the physical environment

Current Good Practice	Actions to be Taken	Person Responsible	Timescale
Both school sites are single-storey buildings with step-free access, accessible entrances, and hygiene facilities. Toilets are accessible to adults and pupils, and the grounds are well maintained and free from obstacles.	Continue regular accessibility walks and site audits each term. Ensure all new staff receive moving and handling and evacuation training. Review hygiene and medical facilities annually to ensure they meet pupil needs.	SENDCo, Premises Manager, Governors	Ongoing / Annual review

Aim: Increase access to the curriculum for all pupils

Current Good Practice	Actions to be Taken	Person Responsible	Timescale
The curriculum is differentiated and adapted to meet the needs of all learners. Visual timetables, assistive technology, and specialist equipment support inclusion. Staff access ongoing SEND, SEMH, and medical training.	Embed adaptive teaching approaches across all year groups. Continue targeted CPD on autism, ADHD and sensory needs. Ensure external agencies' recommendations are implemented and reviewed.	SENDCo, Class Teachers, SLT	Termly review

Aim: Improve access to information for pupils and parents

Current Good Practice	Actions to be Taken	Person Responsible	Timescale
Information is shared via newsletters, website updates, and parent meetings. Documents can be provided in alternative formats or languages on request.	Ensure the Federation website is fully accessible and compliant. Provide translation tools and verbal updates where needed. Continue SENDCo surgeries and SEND parent meetings.	SENDCo, Admin Team, Headteacher	Ongoing

5. Monitoring and Review

The Federation Leadership Team, including the SENCo and Safeguarding Governor Vanessa Wood, will monitor the implementation of this plan. Progress will be reported to the Governing Body annually and reviewed formally in Summer 2028.

Headteacher: Mark Girling
Safeguarding Governor: Vanessa Wood
SENDCo: Emma Gooding