

Access Plan

<b>Key Issues</b>	<b>Action To Be Taken</b>	<b>Staff Involved</b>	<b>Success Criteria</b>	<b>Cost Resources</b>	<b>Anticipated Date Of Success</b>	<b>UPDATE</b>
Availability of written material in different formats	SEN co-ordinators contact the Local Authority as to provision	Liz Simpson	Necessary information found	Non-contact time	On-going	
Identify training needs of staff	SEN co-ordinators to identify needs and relevant courses	Liz Simpson	Course attended Curriculum accessed by all	Dependant on course	Ongoing	
Check access of building annually	Add access check to Health and Safety Audit	Liz Simpson Appointed Governors	Building accessible to children and adults	Out of school hours meeting	September of each year	
Wheelchair access to library	Inquire as to suitability of stair seat lift	Liz Simpson	Solution clear to all			Stair seat would block access to other children. Therefore selection of books to be brought down