

A. Questions about the SITE			
School : Barwick and Stoford CP School			
Person completing: Jo Wardally		Date of completion: 12/01/2017	
		Yes	No
1.	Accessible parking space/s for pupil's taxi / parents to park, close to appropriate entrance?	✓	
2.	Accessible parking spaces have drop kerbs?	✓	
3.	Route from car park to setting is ramped for accessibility?	✓	
4.	Doorways over 800mm in main thoroughfare and circulation areas.	✓	
5.	Automatic doors are fitted.		✓
6.	All doors open easily.	✓	
7.	Finger guards are in place where possible		✓
8.	Flooring at designated entrances has taken into consideration wheelchair users, and people with visual impairments		✓
9	Floor surfaces are carpeted	✓	
10	Rubber stops are in place on legs of all furniture	✓	
11	Signage is clear e.g. signs and signposts are clear and suitably located	✓	
12	Signage is accessible to all e.g. Tactile, audible, visibly good size, contrasting font	✓	
	Doors and furniture contrast clearly with surroundings, and changes in surfaces	✓	
13	Glass doors are easily distinguished/appropriately marked	✓	
14	All steps and changes of level have handrails and have colour contrasting visible edges,	✓	
15	Handrails are slightly longer than the steps and stairs	✓	
16	Ramps and slopes are clearly marked	✓	
	Ramps and slopes have handrails		✓
17	Corridors, doorways and entrances are uncluttered	✓	
18	Evacuation alarms/systems are accessible to people with visual /physical/hearing impairment in communal areas and Personal Emergency Evacuation Plans is in place and regularly reviewed	✓	

19	Natural and artificial lighting is ambient and good	✓	
20	Heating and lighting systems are quiet when switched on	✓	
21	Playground equipment contrasts with the ground surface/background	✓	
22	Playground surfaces are relatively smooth and level	✓	
23	All site hazards are highlighted e.g. cracks, holes or trip threats/risks	✓	
24	Trees/overhanging branches are regularly pruned	✓	
25	Areas prone to collecting surface water, dead leaves etc., are regularly attended to	✓	
26	There are clear accessible routes to and from your learning environment	✓	
27	School boundaries are clearly identified	✓	

B. Questions about GENERAL SPACES such as the hall, library, reception area, corridors			
School :			
Person completing:		Date of completion:	
		Yes	No
1.	There is a lift in place to access upper levels		✓
2.	Reception desk is at an appropriate height for a wheelchair user		✓
3.	Flooring at designated entrances has taken into consideration wheelchair users and people with visual impairments		✓
4.	Natural and artificial lighting within the room is good e.g. failed light bulbs replaced immediately	✓	
5.	Natural and artificial lighting in corridors or poorly lit areas kept consistent	✓	
6.	Lockers and cupboard doors are always kept closed	✓	
7.	Space to move easily around corridors		✓
8.	Signage is suitably located for all to see	✓	
9.	Signage is accessible to all e.g. Tactile, audible, visibly good size, contrasting font	✓	
10.	Displays are at an appropriate height for the young people	✓	
11.	Curtains, blinds or tinted glass are in place to reduce glare, they are well fitted and operate correctly	✓	
12.	Furniture contrast clearly with surroundings	✓	
13.	Door Furniture, light switches, power points are clearly contrasted	✓	
14.	Glass doors are easily distinguished/appropriately marked	✓	
15.	All steps and changes of level have handrails and visible colour contrasting edges	✓	
16.	Handrails are slightly longer than the steps and stairs		
17.	Corridors, doorways and entrances are uncluttered	✓	
18.	All cables are correctly stored and not trailed across walkways	✓	
19.	Evacuation alarms/systems are accessible to people with visual/physical/hearing impairment in communal areas and a Personal Emergency Evacuation Plans is in place and regularly reviewed	✓	
20.	There are clear accessible routes to and from your learning environment	✓	
21.	An echo effect is noted when a sudden sound/noise is made*		
22.	Floor surfaces are carpeted	✓	
23.	Rubber stops are in place on legs of all furniture	✓	
24.	Room has a tiled ceiling	✓	
25.	Fixed equipment such as projectors, computers and heating systems/lighting are quiet when in operation	✓	

This process aims to help school staff to become more aware of the learning environment and how accessible it is to children and young people with a sensory, physical and/or medical support need.

Please would you complete the checklist below and return it to you SENCO

C Questions about LEARNING SPACES			
School :		Room number/name and subject area:	
Person completing:		Date of completion:	
		Yes	No
1.	Each learning space has a height adjustable table		✓
2.	Large areas of bare wall are matt and plain*	✓	
3.	Natural lighting within the room is good	✓	
4.	Artificial lighting within the room is good e.g. failed light bulbs replaced immediately, continuous lighting in poorly lit areas	✓	
5.	lockers and cupboard doors are always kept closed	✓	
6.	Space to move easily around the classroom	✓	
7.	Desk layout enables children to access the whiteboard with ease	✓	
8.	Good storage space for equipment at an appropriate height	✓	
9.	Resources and equipment are easily accessible	✓	
10.	Resources and equipment are clearly labelled	✓	
11.	Resources, furniture and equipment are always stored in the same place	✓	
12.	Space to safely store specialist equipment eg standing frame, radio aid	✓	
13.	Signage is clear and accessible to all e.g. signs and signposts are clear and suitably located	✓	
14.	Displays are at an appropriate height for the young people	✓	
15.	Curtains, blinds or tinted glass are in place to reduce glare	✓	
16.	Curtains and blinds are well fitted and operate correctly	✓	
17.	Glare from surfaces is minimized e.g. table surfaces, floors	✓	
18.	Doors and furniture contrast clearly with surroundings, and changes in surfaces	✓	
19.	Door knobs, light switches, power points are clearly contrasted	✓	
20.	Glass doors are easily distinguished/appropriately marked	✓	
21.	All cables are correctly stored and not trailed across walkways	✓	

22.	There are clear accessible routes to and from your learning environment	✓	
23.	Evacuation alarms/systems are accessible to people with visual/physical/hearing impairment in communal areas and Personal Emergency Evacuation Plans are in place and regularly reviewed	✓	
24.	All hazards are highlighted	✓	
25.	An echo effect is noted when a sudden sound/noise is made*		
26.	Floor surfaces are carpeted	✓	
27.	Rubber stops are in place on legs of all furniture	✓	
28.	No noise interference from external activities or noise sources when the classroom windows are open or air conditioning is on	✓	
29.	Fixed equipment such as projectors, computers and heating systems/lighting are quiet and do not impact on the learner accessing quiet speech	✓	
30.	The natural and artificial lighting within the room is ambient and good	✓	
31.	Classroom has tiled ceiling	✓	

D. Questions about Toilets and Therapy Spaces

School:

Person completing:

Date of completion:

		Yes	No
1.	Accessible toilet is within easy reach of learning space ($\leq 40\text{m}$)	✓	
2.	Toilet is big enough for wheelchair user to use independently	✓	
3.	There is a separate therapy area with fixed hoist and height adjustable therapy bed installed		✓
4.	There is a therapy area with no equipment installed		✓
5.	Is the toilet door over 800mm wide?		✓
6.	Fixtures and fittings – contrasting colour to their surroundings		✓