

Hazelbeck Accessibility Action Plan April 2023

4.1 - ACTION TABLE

COSTS - N = NONE M = MINIMAL OG = ONGOING MAINTENANCE ST = STRUCTURAL CHANGE EX = MAJOR STRUCTURAL CHANGE				
Item Ref.	Details / Issue	Recommendation	Est Cost	Action Taken
PRIORITY A				
6.3	<p>The reception area featured suitably lowered countertops that would be suitable for approach for both standing and seated users.</p> <p>The sign-in screens were positioned on the higher countertop, which may be unsuitable for approach for wheelchair users and people who are short in stature.</p>	<p>The sign in screens should be repositioned to a height that is suitable or both standing and seated users.</p>	M	Complete.
6.5	<p>Signage for an induction loop system was not identified.</p> <p>Auxiliary aids can assist people who are deaf or have hearing loss.</p>	<p>Install an induction loop to the reception desk. Install signage indicating the availability of the facility and ensure that staff members are aware of how to use the system.</p> <p>Direct Access has its own bespoke desk induction loop for people with hearing impairments. We are able to supply, install and provide brief training. Please see here and contact us for more information - https://directaccessgp.co.uk/induction-loops-and-hearingenhancement-systems/</p> <p>BS8300 - A hearing enhancement system, using induction loop, infrared or radio transmission, should be installed at service or reception counters where the background noise level is high.</p>	M	

6.9	<p>The auditor was not asked. Is there a procedure to ask visitors, prior to their visit, if they have any access requirements?</p>	<p>Site management need to ensure that the appropriate procedures are implemented. Procedures must be in place to ask any visitors/clients/participants in advance if they have any access requirements.</p> <p>When asking about access requirements ensure that forms and information is available in accessible formats and electronically by email and phone etc.</p> <p>Ask for forms to be completed prior to any visit to the premises. Booking forms will ask "Do you have any access requirements? (Level Access, Induction Loop, BSL)""</p> <p>Any access limitations of the premises and the alternatives must be communicated via the website.</p>	N	<p>Message on Inventory.</p>
6.10	<p>The auditor was not asked. Is there a procedure to ask visitors if they require assistance in the event that the fire alarm is activated?</p>	<p>Site management need to ensure that the appropriate procedures are implemented to ensure that visitors can be provided with assistance in the event of a fire evacuation, if required. This could be implemented as a question within the sign-in procedure.</p> <p>Refer to 6.9, 18.5, 18.6.</p>	N	<p>Welcome leaflet has advice re Fire Alarm.</p>

13.3	<p>Most facilities featured suitable openings.</p> <p>HK60.1 featured a closer. Closers added to an accessible WC door can limit the available time required to enter into the facility.</p>	<p>The closer should be removed as per guidance.</p> <p>Accessible WC doors should provide a light opening action 30N from 0° (the door in the closed position) to 30° open, and not more than 22.5N from 30° to 60° of the opening cycle.</p>	N	<p>Accessed, the vicinity of the area is within a walkway to the hall, this poses a bigger risk of our students or staff been hit when it opens and also a risk of trapping fingers in the door, our students are not always able to understand the need to remove fingers etc from closing and opening doors.</p>
13.10	<p>Sanitary bins were identified in the transfer areas of HK60.1, HK 55C by changing rooms, HK60.3, H K60.2 and HK60.4.</p> <p>Items within the transfer zones can limit the space required for a wheelchair user to adopt the appropriate transfer techniques in order to access the facility.</p>	<p>It is vitally important and is strongly recommended that a management procedure be implemented to ensure that accessible WC facilities are always kept clear.</p> <p>This will enable wheelchair users to adopt the many transfer techniques available to them in which an accessible WC is designed to provide. Without a free transfer area, a wheelchair user is highly unlikely to be able to use a facility.</p>	N	

13.11

Cord alarms across the facilities were unsuitably positioned.

The cord alarms in HK 55C, HK57C, HK60.3, and HK60.2 were tied and not hanging within a suitable distance to the floor.

A broken cord alarm was identified in HK57B.

No cord alarm systems were identified in HK58B or HK58E.

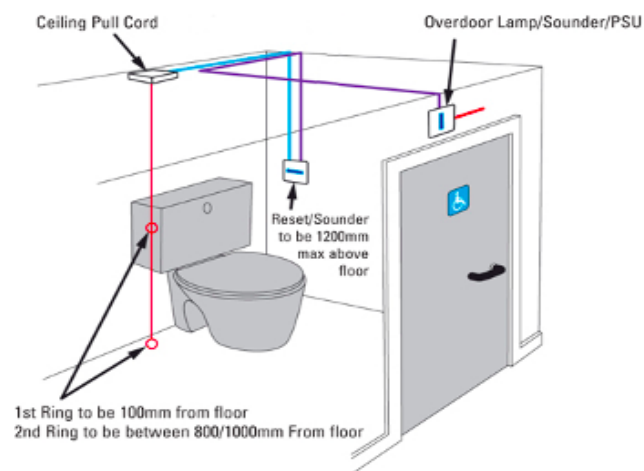
Cord alarms in HK60.4 and HK57E were positioned behind items and could be difficult to access.

Should someone using these facilities required the cord alarms, but cannot reach them, their distress calls may go unnoticed.

Implement a management procedure to ensure that cord alarms are always kept loose and not tied up.

2


According to BS8300 - An emergency assistance pull cord should be sited so that it can be operated from the WC and from an adjacent floor area. The emergency assistance pull cord, coloured red, should be provided with two red bangles of 50 mm diameter, one set at a height between 800 mm and 1000 mm and the other set at 100 mm above floor level.



M

Utied - Amey to monitor on routine check
MJA to check
Hygiene rooms not requiring alarm
Students generally have supervision and no incidents in the last 12 years regarding these toilets. Teaching staff and support have access to all the student EHCP and would put in appropriate support

16.6	<p>Induction loop systems were not identified in key areas such as the large hall, which measured to be approximately 17990mm by 9910mm, or meeting rooms such as HK72, which measured to be approximately 4023mm by 7112mm.</p>	<p>Install induction loop systems to benefit hearing aid users. An induction loop or similar should be present at the premises where visitors are likely to experience presentations, meetings, training etc.</p> <p>It is a legal requirement under the Equality Act 2010 to provide auxiliary aids.</p> <p>Direct Access has a partnership with a world leading induction loop manufacturer to provide auxiliary aids for people with hearing impairments. Please contact the Direct Access Implementation Team for more details at info@directaccess.group or read more at https://directaccessgp.co.uk/induction-loops-and-hearing-enhancement-systems/</p> <p>According to BS8300 - A hearing enhancement system, using induction loop, infrared or radio transmission, should be installed in rooms and spaces used for meetings, lectures, classes, performances, spectator sport or films, and at service or reception counters where the background noise level is high or where glazed screens are used.</p>	M	
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17.4	<p>The auditor was informed that the lifts could be used in the event of a fire evacuation. The lifts featured signage that indicated that they could not. This could lead to confusion during an emergency evacuation.</p> 	<p>Lifts are the most appropriate means of evacuation for some people, and the use of either an evacuation lift or a conventional passenger lift providing the functionality of an evacuation lift should be incorporated into an evacuation strategy.</p> <p>BS9999: A lift to be used for the evacuation of disabled people should usually be either an evacuation lift or a firefighters lift, and should be operated under the control of the fire safety manager or a delegated representative, or otherwise by someone trained and authorized in the use of the lift. Evacuation lifts should be provided, constructed and operated in accordance with Annex G.</p> <p>A lift that is not explicitly designed for evacuation may be used for evacuation, provided that it provides the same functionality as an evacuation lift. If this is to be considered as an option then a suitable risk assessment should be undertaken to evaluate whether the lift meets the recommendations given in Annex G: <i>lifts used as part of the evacuation sequence for persons with disability and persons requiring assistance, which has appropriate structural, electrical and fire protection and is capable of being taken under control by a trained and authorized person</i></p> <p>Should the lifts be suitable to use in the event of an evacuation, they should be clearly identified by appropriate Fire Safety sign and included as appropriate for disabled people in any PEEPs.</p>	M	<p>Signage has been placed on the lifts advising Haz trained staff able to use in a fire.</p>
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17.5	<p>Evacuation mats were identified as evacuation equipment.</p> <p>The mats provided by HK2.3 and HK12E were being stored on the floor, one of which at the top of a stairwell, which could be a trip hazard.</p>	<p>It is recommended to reposition the evacuation equipment away from the top of the stairs, but keep them stored within the refuge area.</p> <p>Ensure that staff are suitably trained on the use of the evacuation equipment, to ensure appropriate and safe egress from the building in the event of an evacuation. This equipment should be suitably stored, attached to the wall for ease of access and removing potential trip hazards.</p> <p>BS9999: The management plan of a building should specify the procedure to be used for carrying disabled people up or down stairs where this is necessary. Staff should be identified and trained to convey disabled people up and/or down the evacuation stair.</p> <p>An appropriate number of staff trained in both disability awareness and the use of carry-down procedures should be on duty (bearing in mind that it can take as many as four people to use an evacuation chair safely and effectively). The number of staff on duty should reflect the usage of the premises at any given time.</p>	N/M	<p>These have been moved and are in the location which can be easily seen by those needing it.</p>
18.2	<p>During the time of the survey, two of the accessible bays featured a car that did not display a Blue Badge and a cherry picker, neither of which should be positioned within the accessible bays.</p>	<p>Accessible parking bays should be regularly monitored to ensure that they are not subject to use by motorists or alternative vehicles that do not display the required Blue Badge.</p>	N	<p>Monitored throughout the day every day by MCL- letters are placed on cars asking them to refrain from parking in bays, anyone with a disability can request temporary passes or permanent passes from Admin.</p>

18.4	How frequently are the lifts checked for proper working function?	All lifts must be subject to regular inspection, maintenance and servicing at manufacturer prescribed intervals to ensure that they are continually available for use. Maintenance and servicing schedules should be scheduled to avoid peak times where the lift will be required most by disabled people.	M	Amey do this a minimum of once per year, we are a PFI school so come under their contract.
18.5	Exit routes were kept free from obstacles. How frequently are the alarm systems checked, including those in WCs?	Site management need to ensure that the appropriate procedures are in place to frequently check the exit routes to make sure that there are no obstacles.	N	Walk round weekly routes checked weekly on a rota by Amey.
18.6	Are personal egress plans provided for both staff and students who may require assistance in the event of an evacuation?	<p>Site management need to ensure that the appropriate personal egress plans are available for each member of staff and student needing assistance.</p> <p>PEEPS (Personal Emergency Evacuation Plans) are recommended to be provided, practiced and implemented by building management to ensure that correctly trained personnel and the correct equipment is in place to facilitate the efficient evacuation of disabled people, as recommended in BS9999/46.2 & Part B/B1.xvi. Guidance on providing PEEPS can be found here https://www.gov.uk/government/publications/fire-safety-risk-assessment-means-of-escape-for-disabled-people</p> <p>PEEPS (Personal Emergency Evacuation Plans) must be planned in consultation with individual disabled people that are expected to regularly access the building. Additional generic PEEPs should be provided to cater for the possibility of wheelchair users, Deaf and partially hearing people and Blind and partially sighted people using the building.</p>	N	PEEP and EHCP's are in place staff are aware of who they are and SLT have designated to ensure evacuations are supervised.
18.7	How frequently are both general and personal escape strategies tested for efficiency and effectiveness?	Site management need to ensure that both the general escape strategy and personal emergency egress plans are regularly checked for efficiency and effectiveness.	N	Site walk once per week, fire alarm test once per week.

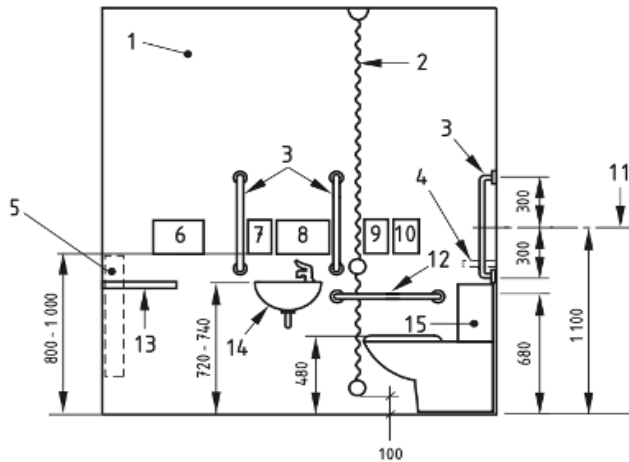
18.8	Of those tested, the emergency alarms appeared to be in working order. How frequently are these tested for proper working function?	<p>All Accessible WC alarms should be subject to regular inspection to ensure that the alarm is in working order and that the alarm cord remains located in the correct position.</p> <p>This should be implemented and recorded as appropriate.</p> <p>Should a legal complaint be made as a result of a distress call going unnoticed, the log book may be requested.</p>	N	Walk round weekly routes checked weekly on a rota by Amey.
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PRIORITY B

1.1	<p>Hazelbeck School is a Special School, located on the same site as Beckfoot School.</p> <p>This site is located on Wagon Lane.</p> <p>Minibus drop off areas are provided for the students within close proximity to the school's entrance. A further entrance could be gained via the main entrance to Beckfoot School.</p> <p>The school shares a car park with Beckfoot School, which has eight bays between the schools. Local transport links include bus stops along Bradford Road.</p> <p>Options on how to arrive at the school were not identified on the website.</p>	<p>Options on how to arrive at the site should be clearly illustrated on literature and on the website.</p> <p>The information regarding the site on the internet should be fully accessible for persons with reading disabilities through enlargement capability and screen readers, combined with synthetic speech or Braille displays. A clear and logical design that includes written explanations for visual or audio content. Text and graphics should be easily understood without use of colour.</p> <p>The new revision of the BS8300 highlights the importance of communication prior to a site visit. BS8300 states that clear and accurate pre-visit information via websites, literature, social media, telecommunications that is easy to access and understand and available in alternative formats, including details of modes of transport, parking, drop-off and what level of accessibility to expect on arrival should be provided.</p>	N	
1.6	<p>A bin was positioned next to the pedestrian gate, leading towards Hazelbeck's main entrance. This partially blocked the route.</p>	<p>Site management should schedule regular inspection of this route to ensure that all access routes are clear of obstructions over their entire width.</p> <p>BS8300 - Low-level posts, e.g. bollards and bins, should not be located within an access route.</p>	N	<p>This is not a bin and is not obstructing anyone or the pedestrian walkway.</p>

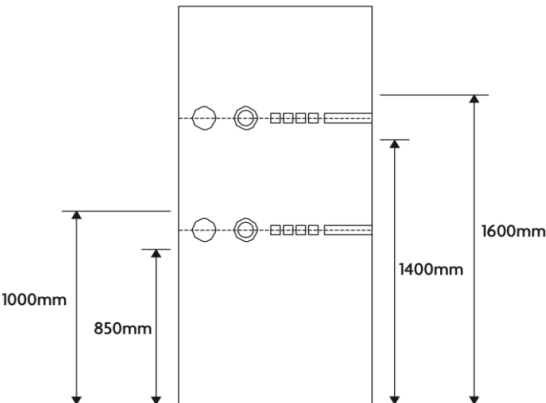
4.5	The nosings provided to the steps were faded and may not be distinguishable for people who are partially sighted.	<p>Bright colour contrast needs to be painted to the edge of the step nosings to clearly highlight their presence.</p> <p>BS8300 - Each step nosing should incorporate a durable, permanently contrasting continuous material for the full width of the stair on both the tread and the riser to help people who are blind or partially sighted appreciate the extent of the stair and identify individual treads. The contrasting material should extend 50 mm to 65 mm in width from the front edge of the tread and 30 mm to 55 mm from the top of the riser, and should contrast visually with the remainder of the tread and riser.</p>	OG	
5.6	The proximity reader to gain entry to this entrance was positioned with a mat underneath, which could act as a barrier for wheelchair users to approach this control.	Site management to ensure that the approach towards the proximity reader is maintained free from obstruction, including the positioning of items underneath.	N	Protecting raised concrete so these are here for H&S and cause no obstruction.
6.8	The seating provided, although featuring backrests, did not feature armrests to assist people with ambulant disabilities.	<p>Provide some seating in the reception waiting area which has armrests to aid ambulant disabled people. Ensure all seating is well contrasted against the background upon which they are seen.</p> <p>According to BS8300 - If a seat is too high or too low, or if there are no armrests or side supports, a person may experience considerable discomfort as a result of poor posture. A person may also have difficulty rising from a seated position if the seat is set too low, or if it has no armrests.</p>	M	
7.2	<p>The columns identified were well contrasted against their surroundings.</p> <p>The area between the quiet rooms, near HK22A, featured furnishings along this route which could act as a barrier for wheelchair users.</p>	Horizontal circulation including corridors and passageways should be subject to regular inspection and maintenance to ensure that surfaces are maintained in good condition and access routes are provided at their full available width free of obstructions.	N	Staff reminded of the need to keep storage out of walkways. Students are supervised at all times.

8.6	<p>Classroom doors required suitable opening pressure.</p> <p>The double doors positioned along the school's corridors required heavy opening pressure, including those by HK1.1 and HK16, which could be detrimental for wheelchair users and people with reduced mobility.</p>	<p>Implement maintenance to de-tense and recalibrate the hinges. Ensure doors can be opened with less than 30 Newtons of force.</p> <p>If the force required for opening doors is greater than wheelchair users and people with limited strength can manage, they will be unable to continue their journeys independently. If the force of the closing device is too great or its speed too fast, disabled people risk being pushed off balance.</p>	M/N	<p>All magna doors, anyone in a wheelchair as a 1-1 support member of staff</p>
13.4	<p>A dark blue grab rail was provided to HK58B, which may not contrast sufficiently with the door.</p> <p>A small thumb lock was provided to HK58C, which may not be suitable for people with limited dexterity in their wrists. This facility did not feature a grab rail to the inner face of the door.</p> <p>Thumb style locks were also identified on HK60.3 and HK60.2, which may not be suitable for people with limited dexterity in their wrists.</p> <p>HK58D opened inwards, which may be deemed reasonable due to the size of the facility.</p>	<p>A well contrasted grab rail should be provided to the inner face of the accessible WC door.</p> <p>Accessible WCs must have an accessible lock, located at 900mm above ffl and capable of being operated using a "closed-fist" and of a design that allows it to be opened from the outside in the event of an emergency.</p>	M	<p>Tape to placed on handle to ensure it is easily seen. Students generally have supervision and no incidents in the last 12 years regarding these toilets. Teaching staff and support have access to all the student EHCP and would put in appropriate support.</p>

13.5	<p>The soap dispenser was not provided at a height of approximately 1050mm in HK60.1.</p> <p>The hand towel dispenser was high in HK57B, at approximately 1215mm.</p> <p>There are fittings across the WC facilities that do not provide contrast against their surroundings as they are white against a light background.</p>	<p>The dispensers should be relocated at a height of between 800mm and 1000mm above finished floor level., as indicated by BS8300 Figure 42.</p> <p>Greater contrast should be considered for the fixtures and fittings within the WCs. This can be achieved by having light sanitary ware seen against a dark background or vice versa.</p> <p>According to BS8300 - to help blind and partially sighted people identify key objects within sanitary accommodation, support rails and grab rails should contrast visually with the wall, the WC seat and cover should contrast visually with the WC pan and cistern, and sanitary fittings and accessories should contrast visually with the background against which they are seen.</p>	M	<p>These are in the correct location. Students generally have supervision and no incidents in the last 12 years regarding these toilets. Teaching staff and support have access to all the student EHCP and would put in appropriate support.</p>																
13.5	<div><div><p>Height of drop-down support rails to be the same as the other horizontal grab rails.</p><p>Key</p><table><tr><td>1 Wall A (see Figure 40)</td><td>8 Paper towel dispenser</td></tr><tr><td>2 Alarm pull cord with two red bangles</td><td>9 Toilet paper dispenser</td></tr><tr><td>3 Vertical grab rails (those above the hand rise basin should be set 500 mm to 700 mm apart centred on the basin)</td><td>10 Alarm reset button</td></tr><tr><td>4 Colostomy bag changing shelf at 950 mm above finished floor level, where a high or low level or reduced flush cistern is used ^{A1}</td><td>11 Centre line of vertical grab rails</td></tr><tr><td>5 Sanitary dispenser, on wall adjacent to door, with coin slot between 750 mm and 1 000 mm above the floor</td><td>12 Horizontal grab rail</td></tr><tr><td>6 Automatic hand dryer</td><td>13 Shelf</td></tr><tr><td>7 Soap dispenser</td><td>14 Hand rinse basin with tap on side of basin close to the WC pan</td></tr><tr><td></td><td>15 Flat-topped close-coupled cistern providing a back rest and a colostomy bag changing surface for standing users ^{A1}</td></tr></table></div></div>				1 Wall A (see Figure 40)	8 Paper towel dispenser	2 Alarm pull cord with two red bangles	9 Toilet paper dispenser	3 Vertical grab rails (those above the hand rise basin should be set 500 mm to 700 mm apart centred on the basin)	10 Alarm reset button	4 Colostomy bag changing shelf at 950 mm above finished floor level, where a high or low level or reduced flush cistern is used ^{A1}	11 Centre line of vertical grab rails	5 Sanitary dispenser, on wall adjacent to door, with coin slot between 750 mm and 1 000 mm above the floor	12 Horizontal grab rail	6 Automatic hand dryer	13 Shelf	7 Soap dispenser	14 Hand rinse basin with tap on side of basin close to the WC pan		15 Flat-topped close-coupled cistern providing a back rest and a colostomy bag changing surface for standing users ^{A1}
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13.9	<p>Some facilities featured suitable spatula or lever style flushes.</p> <p>Push style flushes were identified in HK 55C, HK57E, HK60.3, HK60.2 and HK60.4.</p> <p>Push style flushes may not be suitable for people with limited dexterity in their hands and wrists.</p>	<p>"Install a spatula style flush on the transfer side of the toilet pans, where push style flushes have been identified.</p> <p>Refer to BS8300 - Where practicable, the flush should be operated manually by a spatula type lever and, for a corner arrangement, positioned on the open or transfer side of the pan for ease of access.</p>	M	<p>Students generally have supervision and no incidents in the last 12 years regarding these toilets. Teaching staff and support have access to all the student EHCP and would put in appropriate support.</p>
15.5	<p>The location of the lifts were not signposted at key areas.</p>	<p>The appropriate lift signage should be provided.</p> <p>BS8300 - Signs and universally accepted symbols or pictograms, indicating lifts, stairs, circulation routes and other parts of the building should be provided. Visual signs should be self-evident and, in particular, legible to visually impaired people. Plain English and pictograms together should be used to assist people with learning difficulties.</p>	M	<p>Visitors to the building are escorted at all times. Students within Hazelbeck are advised of the location of lifts and are generally on all occasions accompanied by a member of staff.</p>
16.7	<p>Portable induction loop systems were not identified, which could be beneficial for small meetings.</p>	<p>Proportionate to demand, it may be beneficial to purchase Portable Induction Loops that could be beneficial for one-to-one meetings at the premises, which can be transported around the premises when required.</p> <p>❓ Signage should be provided indicating that the availability of a portable induction loop is available on request.</p> <p>Where a Portable Induction loop is present it is important to ensure that procedures are in place to provide training and charging so that the system is available on demand.</p>	M	<p>Ordered and in stock.</p>

PRIORITY C				
1.9	<p>The entrance gates were not well contrasted against the surrounding fencing. Greater contrast could assist people who are partially sighted.</p> <p>The intercom system provided was audio only. People who have hearing impairments may find accessing this system difficult.</p>	<p>Add colour contrast to the gates and their controls to aid people with impaired vision.</p> <p>Intercoms and gate control systems can be very difficult for disabled people to operate from their vehicles. Make sure that a phone number or suitable alert and management system are in place to provide alternative access for anyone that cannot operate the gate control system.</p>	M	<p>The barriers at the front are open at all times so not in use. Sticker to go on back intercom, which is staff and contractors only.</p>
2.2	<p>Signage was provided to the front of the bays.</p> <p>The signage provided to direct people towards the accessible bays featured "disabled parking", which could be rephrased.</p>	<p>When the signage is replaced, consideration should be taken to providing signage that states "Accessible Parking", rather than "disabled parking".</p>	M	
4.2	<p>The handrails provided to these steps were exposed metal, which could be cold to the touch.</p>	<p>The handrails should be replaced or improved by being coated with nylon or a suitable alternative to ensure that they are not cold to touch.</p>	M	
5.1	<p>The main entrance for Hazelbeck is located to the side of the main building. This route is not clearly signposted; however, the drop off area is directly next to this entrance.</p> <p>Students for this school have the option to use the main entrance, to the front of the site.</p>	<p>It may be beneficial to provide signage to this entrance to provide clear and easily identifiable navigation of the routes leading towards this area.</p>	M	

5.9	<p>The glazed doors did not feature manifestations at two heights, to assist with reducing the risk of a collision.</p>	<p>All full height glazed areas must be clearly highlighted with manifestation that contrasts visually with the surface behind it under both natural and artificial lighting conditions, from all likely viewing directions. This manifestation should be located within two zones, from 850mm to 1000mm from the floor and from 1400mm to 1600mm from the floor.</p>  <p>Manifestation can take various forms, e.g. broken or solid lines, patterns or company logos</p>	M	<p>Change notice ask for two heights of stickers on the door.</p>
6.7	<p>No signage was identified to state that information could be provided in alternative, accessible formats when required.</p>	<p>It is recommended that signage be installed to indicate that all public information issued can be provided in accessible formats on request. Refer to 15.7.</p>	N	
8.2	<p>A large number of glazed areas were identified next to classroom doors across the school. Manifestations were either missing, or not provided to some of these areas, including but not limited to room HK59, the Therapy Room, HK80, the cookery classroom on the first floor and HK16.</p> <p>The absence of clearly contrasted manifestations could increase the risk of a collision hazard.</p>	<p>The glazed areas must be clearly highlighted with manifestation that contrasts visually with the surface behind it. This manifestation should be located within two zones, from 850mm to 1000mm from the floor and from 1400mm to 1600mm from the floor.</p>	M	

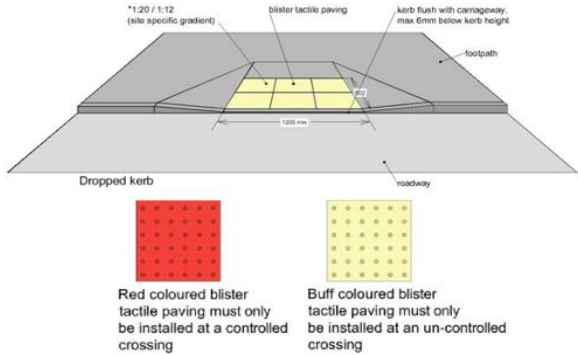
8.5	<p>Lever controls across the school were positioned at two heights. Those positioned high from ground floor level may be purposefully positioned for safeguarding purposes; however, these may be an unsuitable height for wheelchair users and people who are short in stature.</p> <p>The control on HK3 was broken and requires replacement.</p>	<p>Lever style door controls should be located between 800mm and 1050mm (900mm preferred).</p> <p>It is understood that this control may be positioned for safeguarding purposes; however, in the event that this room is to be accessed by a wheelchair user or someone who is short in stature, suitable procedures must be in place to ensure independent access can be gained.</p> <p>Site management to schedule repair and replacement of the door control for HK3.</p>	N/M	
11.3	<p>The support rails provided were not well contrasted against the surrounding wall, which could hinder people who are partially sighted.</p>	<p>The lift car should include a contrasted handrail at 900mm height located so that it does not obstruct controls or mirror.</p>	M	
12.3	<p>There are fittings across the WC facilities, including those in HK 61A, HK61B, HK57B, WC13 first floor, and HK57C, which had minimal contrast against their surroundings. Providing greater contrast could assist people who are partially sighted.</p>	<p>Greater contrast should be considered for the fixtures and fittings within the WCs. This can be achieved by having light sanitary ware seen against a dark background or vice versa.</p> <p>According to BS8300 - to help blind and partially sighted people identify key objects within sanitary accommodation, support rails and grab rails should contrast visually with the wall, the WC seat and cover should contrast visually with the WC pan and cistern, and sanitary fittings and accessories should contrast visually with the background against which they are seen.</p>	M	Students generally have supervision and no incidents in the last 12 years regarding these toilets. Teaching staff and support have access to all the student EHCP and would put in appropriate support.
12.5	<p>The urinals identified were well contrasted against their surroundings.</p> <p>None featured grab rails that could assist people with ambulant disabilities.</p>	<p>A well contrasted grab rail should be provided to both sides of one urinal in every WC where applicable.</p>	M	

12.8	<p>Shower facilities were identified in HK 55A, HK 61A, HK61B and HK 55B. Hoist systems were identified that could be used in these areas; however, grab rails were not identified in these facilities that could assist people with ambulant disabilities.</p> <p>HK58B, HK58E, HK58C and HK58D were enlarged hygiene rooms featuring showers with grab rails and tip up seats.</p> <p>Bathroom facility HK14 featured hoist systems.</p> <p>Of the facilities identified, minimal split height hooks were identified that could assist wheelchair users and people who are short in stature.</p>	<p>Where applicable, a vertical 600mm grab-rail should be fitted to one shower with its lower end no higher than 800mm from ffl.</p> <p>Clothes hooks should be provided at two heights, one at 1050mm and the other at 1400mm above the floor.</p>	M	
14.1	<p>Minimal seating identified featured armrests that could assist people with ambulant disabilities.</p>	<p>Where possible, seating should meet the following recommendations.</p> <p>☐</p> <ol style="list-style-type: none"> 1) There should be a variety of seat heights, ranging from 380 mm to 580 mm, within which a height of 480 mm is suitable for wheelchair users. 2) Armrests should be provided to help people lower themselves onto the seat and stand up. 3) Where the seat is set at a height suitable for wheelchair users, armrests should not be at the extreme end of the seat but set in so as not to restrict the lateral transfer from a wheelchair to the seating. they should also not restrict front or oblique transfer. 4) A supportive back-rest should be incorporated for at least 50% of the length of the seat. <p>As the seating is next replaced, consideration should be taken to providing greater contrast. A contrast of 30 points LRV difference offers sufficient contrast.</p>	M	

14.8	<p>HK1.1 featured a height adjustable table and sink, with a lever tap. However, items were positioned underneath this desk so it may be inaccessible for wheelchair users. Slight stepped access, due to the temporary gates, was identified in HK1.1 and HK1.2.</p> <p>Turn style taps were identified in HK18, HK14, HK71 and the Lilac base, which may not be suitable for people with limited dexterity in their wrists.</p>	<p>Implement a management procedure to ensure that height adjustable equipment and tables are kept free from obstruction, both on approach and underneath, to enable wheelchair users full access to this area.</p> <p>Ideally, taps should either be mixer taps with a single lever action to control water flow, or individual, clearly marked, hot and cold lever operated taps with not more than a quarter turn from off to full flow.</p>	N/M	
15.1	<p>Colour coding was used for different areas of the school, including on signage and doors. Some classrooms featured missing signage on the ground floor.</p>	<p>Where missing, signage should be refreshed for classroom areas.</p> <p>BS8300: Signs to rooms should generally not be placed on doors but on the wall to the leading edge side of the door, as the sign might not be visible when the door is open. However, there are some situations where a sign needs to be placed on a door, e.g. signs to toilets, pull/push signs, and hazard warnings on plant room doors.</p> <p>Signs should be positioned to avoid reflections from daylight and artificial lighting.</p> <p>Signs other than universally recognized signs should include Plain English text and pictograms together to assist people who have sensory/neurological processing difficulties.</p>	M	
15.4	<p>Floor level signage was not identified in the stairwells.</p>	<p>A Stair/Level identification sign should be present within the stairwell. This is a tactile and Braille sign next to the door leading out of the stairwell and provides level identification.</p>	M	

15.7	No leaflets were identified. Is information from the school available in alternative, accessible formats upon request?	<p>Have procedures in place to produce documents in accessible formats. These formats are Audio, Braille, Large Print, Easy-Read and electronic formats such as WORD and PDF that are more accessible to screen reading technology.</p> <p>Include the phrase "Alternative Formats Available on Request" on written material. You must have contacts and procedures in place to satisfy a request. See https://www.gov.uk/government/publications/inclusive-communication/accessible-communication-formats</p> <p>It is recommended that signage be installed to indicate that all public information issued can be provided in accessible formats on request.</p> <p>?</p> <p>Direct Access is able to provide materials in accessible formats such as Braille, BSL (British Sign Language), tactile maps and audio descriptions. Please contact the Direct Access Implementation Team for more details at info@directaccess.group.</p>	M	
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PRIORITY D

1.2	<p>Crossing points on approach to the school featured dropped kerbs and tactile paving.</p> <p>The crossing point next to the car gates and intercom systems featured slightly damaged tactile paving, which could cause confusion for people who are partially sighted.</p> <p>The crossing next to the main, school gates was faded and requires remarking.</p>	<p>Site management to schedule repair of the tactile paving to replace the broken areas.</p> <p>The crossing point requires remarking to ensure that it is clearly distinguishable.</p> 	M	
1.4	<p>Surfaces surrounding the school were even and slip resistant.</p> <p>There are areas that are slightly uneven on approach to the school. Uneven surfaces can be trip hazards.</p>	<p>Remedial works should be undertaken to the paving to eliminate the potential tripping hazard.</p> <p>BS8300 - Uneven surfaces, surfaces of loose materials (e.g. gravel) and large gaps between paving materials cause problems for wheelchair users, people with impaired vision and people who are, generally, unsteady on their feet.</p>	M	
1.7	<p>There are columns along the route towards the main entrance that were not well contrasted against their surrounding and could be collision hazards.</p>	<p>Well contrasted markings should be provided at two heights to the posts/columns.</p> <p>Refer to BS8300 - Each free-standing post, e.g. a lighting column, within an access route should contrast visually with the background against which it is seen (it is desirable also to incorporate a band, 150 mm high, whose bottom edge is 1 500 mm above ground level, and which contrasts visually with the remainder of the column or post.</p>	M	

1.8	The seating identified in the external areas of the school did not feature backrests or armrests that could assist people with ambulant disabilities.	<p>Provide benches with armrests. Ensure that the armrests are well contrasted and that there is a space either side of the seat so that a wheelchair user can park alongside a seated companion</p> <p>Seating in resting places should meet the following recommendations.</p> <ol style="list-style-type: none"> 1) There should be a variety of seat heights, ranging from 380 mm to 580 mm, within which a height of 480 mm is suitable for wheelchair users. 2) Armrests should be provided to help people lower themselves onto the seat and stand up. 3) Where the seat is set at a height suitable for wheelchair users, armrests should not be at the extreme end of the seat but set in so as not to restrict the lateral transfer from a wheelchair to the seating. they should also not restrict front or oblique transfer. 4) A supportive back-rest should be incorporated for at least 50% of the length of the seat. 	M	
2.7	Lighting was identified within the car park. Are all parking bays adequately lit during darker hours?	Site management to undertake investigation of the lighting levels within the car parking areas during darker hours to ensure that they are sufficient.	N	
4.3	Are these steps adequately lit during darker hours?	Site management should undertake a review of the step lighting levels during darker hours to ensure that the step treads are evenly lit. Lighting on external steps and ramps should achieve a minimum level of 100 lux where they are external and adjacent to entrances/exits of buildings.	N	No lights on this area, the steps have a yellow plastic strip which also have the grip element to them.
6.4	A contrasted section of flooring was not provided to the area in front of the reception desk, which could assist people who are partially sighted.	It is recommended that a section of the flooring in front of the reception desk be replaced with an alternative that is suitably colour contrasted. This will aid people with impaired vision when attempting to locate the reception desk.	M	

6.6	The glazed screen provided was slightly reflective. This could create glare and hinder people who rely on lip-reading.	The reception should not feature glazed or reflective surfaces that cause lighting glare. If possible lighting should be adjusted to provide even illumination of 150 lux with increased task lighting where signing-in or readings is required.	M	
10.2	The white nosings against a light grey tread may not provide sufficient contrast to assist people who are partially sighted.	New nosing strips should be installed to the edge of the steps. All nosing strips should be uniform in colour. BS8300 states - All steps need to have clear colour contrast edgings applied to nosings permanently contrasting material 55mm wide on both the tread and the riser.	M	
11.6	The control system provided externally were not well contrasted against the surroundings. Internal controls featured tactile information.	Lift call buttons and lift car control buttons must be identifiable visually by suitable contrast and by touch by relied or Braille. Buttons must be distinguishable from plate or surrounds and include operating feedback to inform the user that the button has been pushed.	M	
11.9	Contrasted sections of flooring were not provided to the areas directly in front of the lifts, which could provide assistance to people who are partially sighted.	A clear, contrasted and level manoeuvring space of not less than 1500 mm × 1500 mm should be provided in front of the entrance to all types of lifting appliance.	M	

14.6	<p>A library area was not identified within the Hazelbeck area of the school.</p> <p>It was unclear if the library provided to Beckfoot Thornton was accessed by both schools.</p>	<p>As recommended for this site's library, install an induction loop to the reception desk. Install signage indicating the availability of the facility and ensure that staff members are aware in how to use the system.</p> <p>Direct Access has its own bespoke desk induction loop for people with hearing impairments. We are able to supply, install and provide brief training. Please see here and contact us for more information - https://directaccessgp.co.uk/induction-loops-and-hearingenhancement-systems/</p> <p>BS8300 - A hearing enhancement system, using induction loop, infrared or radio transmission, should be installed at service or reception counters where the background noise level is high.</p>	M	
15.3	<p>Signage across the WC facilities featured tactile and braille. The signage for HK57E was handwritten and requires replacement.</p>	<p>Replace the signage for HK57E, ensuring that it is consistent in style with the remaining WC signage.</p>	M	Complete.
15.6	<p>There are notices across the school, including temporary staff notices and on display boards, that are written entirely in upper case lettering, which is not best practice and could cause confusion for people who are partially sighted or people with learning difficulties.</p>	<p>Implement a management procedure to ensure that any temporary notices are typed out using a mixture of lower and upper case lettering.</p> <p>According to best practice, words entirely in upper case type (capital) should be avoided. A sans serif type face with a relatively large "capital" height to "x" height should be used.</p>	N	

16.2	<p>Dimmer switches were identified to assist with gradually controlling light levels.</p> <p>Many of the light switch plates provided were white against a light background, which provides minimal contrast to assist people who are partially sighted.</p>	<p>At the next refurbishment for the sites, it would be beneficial to change the existing light switch plates with alternatives that have a grey/silver plate. This will ensure that they are easily located by people with impaired vision.</p> <p>All switches that require precise hand movement, such as light switches, thermostats etc, should be located between 750mm – 1200mm from floor level.</p> 	M	
16.5	<p>The extractor fan outside of HK57C was omitting a continuous, loud noise. This could be intrusive for people with neurodiverse sensitivities.</p>	<p>Site management to schedule maintenance and repair of the extractor fan in HK57C in attempt to reduce the noise output.</p> <p>People with sensory processing differences are often very sensitive to sound and noise. This includes people with neurodegenerative conditions (such as dementia), neurodivergent conditions (such as autism, ADHD, dyspraxia), or hearing differences due to hyperacusis or misophonia. The types of noise people are sensitive to are different for different people. It might be a continuous noise, intermittent noise, unexpected noise, high volume noise, or specific frequencies of noise.</p> <p>PAS 6463: Background noise from ventilation and air-conditioning systems, which commonly includes significant low frequency components, should be minimized through the selection of appropriate low noise fans, in-duct attenuators, and acoustically insulated ductwork to minimize noise transfer through the ductwork.</p>	M	This has been fixed.