

Beckfoot & Hazelbeck School - Accessibility Action Plan

Updated: 07/11/2025

Costs key: N=None, M=Minimal, OG=Ongoing, ST=Structural change, EX=Major structural change

	Work completed
	In progress
	Not yet progressed

Priority A

Item ref	Details / issue	Recommendation	Est cost	Action Taken
All priority A work completed				

Priority B

Item ref	Details / issue	Recommendation	Est cost	Action Taken
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	
6.8	<p>The seating provided, although featuring backrests, did not feature armrests to assist people with ambulant disabilities.</p>	<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>		

Priority C

Item ref	Details / issue	Recommendation	Est cost	Action Taken
2.2	Signage was provided to the front of the bays. The signage provided to direct people towards the accessible bays featured "disabled parking", which could be rephrased.	When the signage is replaced, consideration should be taken to providing signage that states "Accessible Parking", rather than "disabled parking".	M	
4.2	The handrails provided to these steps were exposed metal, which could be cold to the touch.	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.	M	
5.9	The glazed doors did not feature manifestations at two heights, to assist with reducing the risk of a collision.	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.	M	
6.7	No signage was identified to state that information could be provided in alternative, accessible formats when required.	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.	N	
8.2	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. The absence of clearly contrasted manifestations could increase the risk of a collision hazard.	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.	M	
8.5	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. The control on HK3 was broken and requires replacement.	Lever style door controls should be located between 800mm and 1050mm (900mm preferred). 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. Site management to schedule repair and replacement of the door control for HK3.	M/N	
11.3	The support rails provided were not well contrasted against the surrounding wall, which could hinder people who are partially sighted.	The lift car should include a contrasted handrail at 900mm height located so that it does not obstruct controls or mirror.	M	
12.3	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.	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. 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.	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	
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>	A well contrasted grab rail should be provided to both sides of one urinal in every WC where applicable.	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> <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. As the seating is next replaced, consideration should be taken to providing greater contrast. A contrast of 30 points LRV difference offers sufficient contrast. 	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.</p> <p>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>	M/N	

15.1	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>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	Floor level signage was not identified in the stairwells.	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.	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>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	

Priority D

Item ref	Details / issue	Recommendation	Est cost	Action Taken
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	Surfaces surrounding the school were even and slip resistant. There are areas that are slightly uneven on approach to the school. Uneven surfaces can be trip hazards.	Remedial works should be undertaken to the paving to eliminate the potential tripping hazard. 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.	M	
1.7	There are columns along the route towards the main entrance that were not well contrasted against their surrounding and could be collision hazards.	Well contrasted markings should be provided at two heights to the posts/columns. 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.	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.	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 Seating in resting places should meet the following recommendations. 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	
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 x 1500 mm should be provided in front of the entrance to all types of lifting appliance.	M	
13.1	A number of accessible facilities were identified across the school. Those identified were measured as follows: HK60.1, by the Hazelbeck entrance, 2475mm by 1430mm, which is marginally small. HK 55C, by the changing rooms, 1514mm by 2781mm HK57B, 2132mm by 2470mm, may be accessed with assistance. HK58B changing places with shower, 4980mm by 4150mm. HK58E first floor changing places 3950mm by 5090mm. HK57C 2245mm by 2400mm. HK57E 2067mm by 2422mm. HK58D 4880mm by 3870mm. HK60.3 2288mm by 1520mm HK60.2 1500mm by 2290mm Swimming Pool facility 1520mm by 2285mm	During future developments and proportionate to demand, the architectural feasibility of increasing the size of the accessible WC facility HK60.1 to ensure that it falls within the minimum ADM standards.	M/ST	
14.3	It was unclear where the dining area was located for students from this school.	Should students access the dining area identified in Beckfoot Trust, it may be beneficial to include an induction loop to accommodate people with hearing impairments, to one of the serving counters. Pedestal design tables are preferred to provide a less obstructed recess beneath that can better accommodate wheelchair users. Spacing between tables should be 1550mm - 2050mm with a minimum of 1050mm width clear of any seating.	M	
14.6	A library area was not identified within the Hazelbeck area of the school. It was unclear if the library provided to Beckfoot Thornton was accessed by both schools.	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. 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/ 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.	M	

15.6	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>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	