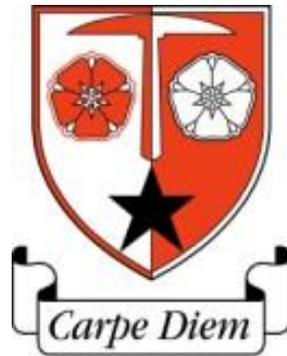


Audenshaw School



Accessibility Audit Action Plan

September 2016

Section 6 – Action Plan

6.1 - 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				

1.1	The site is close to public transport options and there is a bus stop available to the top of Hazel Street. The school also has a car park for staff and visitors.	Options on how to arrive at the school should be clearly illustrated on literature and on the website. 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.	N	
5.3A	The rear entrance into the main block has a step (under the canopy opposite the science block) this should be leveled for wheelchair users.	Create level access for wheelchair users.	OG	
5.3B	The rear right side entrance to the science block near SC4 has a step up denying access for wheelchair users additionally there is no colour contrast to the edge.	Create level access for wheelchair users. In the short term, add colour contrast to the edge.	OG	

7.3	<p>None of the buildings have wheelchair access to the first floor due to the lack of a lift. This is potentially discriminatory under the Equality Act 2010 as there are some identified 'unique' features such as the weights room, careers room, ICT areas, art and music rooms.</p>	<p>The lack of access to these 'unique' areas is likely to be considered discriminatory under the Equality Act 2010</p> <p>This is identified as one of the key priorities within the access survey. A number of recommendations throughout the report can be reactive i.e. should a wheelchair user study at the school or be employed by the school.</p> <p>Anything that is available on an inaccessible floor needs to be replicated elsewhere on an accessible level for wheelchair users. This is also known as 'alternative means of access'</p> <p>Alternatively a lift will need to be constructed.</p> <p>Under the Equality Act, inaccessible features need to be adapted, removed or there needs to be provision for alternative means of access.</p> <p>This is an area that requires a proactive stance rather than a reactive one on the School's part.</p>	N/ST	
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8.6	Numerous doors throughout the school have heavy opening pressures that require more than 30 Newtons of force to open.	A review should be undertaken and an exercise should be implemented to go through each door, attempting to reduce the pressure required to open the doors. Doors should not require more than 30 Newtons of force to open.	OG	
12.1	Some toilet doors are heavy to open.	Implement maintenance to de-tense and recalibrate the hinges. Ensure doors can be opened with less than 30 Newtons of force.	OG	
12.7	There are no facilities available for people with ambulant disabilities.	Amongst this report, it is recommended that further accessible WC facilities are created as well as grab rails to the urinals. Refer to report.	N/A	
13.1 A	The accessible WC within the sixth form block is not compliant to BS8300 and is undersized. A new facility should be created. The grab rails are not colour contrasted and it is inadequately furnished.	<p>An architectural feasibility study should be undertaken to provide a new BS8300 compliant accessible WC facility within the sixth form block.</p> <p>BS8300 should be referred to for the suggested layout and guidance.</p> <p>An alarm should be installed within the facility and the fittings should be well contrasted.</p>	ST	
13.2 A	There is no accessible WC within the science block.	<p>An architectural feasibility study should be undertaken to provide a BS8300 compliant accessible WC facility within the science block.</p> <p>BS8300 should be referred to for the suggested layout and guidance.</p>	ST	

13.2 B	There is no combined accessible WC and level access shower available within the sports block.	<p>An architectural feasibility study should be undertaken to provide a BS8300 compliant combined accessible WC and changing facility.</p> <p>BS8300 should be referred to for the suggested layout and guidance.</p> <p>Also refer to Sport England.</p> <p>An alarm should be installed within the facility and the fittings should be well contrasted.</p>	ST	
13.5 B	The combined level access shower and WC within the main block has a door lock which is too high and it is not of the correct profile.	<p>Install a BS8300 compliant door lock.</p> <p>Note, refer to 13.4B, It is recommended that this facility is refurbished and refitted in accordance to BS8300.</p>	M	
13.7	The combined level access shower and WC within the main block has grab rails which are not colour contrasted. There needs to be a grab rail within the shower area as well as a drop down seat.	<p>Add colour contrast to the grab rails to aid people with impaired vision. Provide a grab rail and drop down seat within the shower area, refer to BS8300 for guidance.</p> <p>Note, refer to 13.4B, It is recommended that this facility is refurbished and refitted in accordance to BS8300.</p>	OG/M	

13.11 B	The combined level access shower and WC within the main block does not have any cord alarm provision.	<p>Install a cord alarm within this facility.</p> <p>Note, refer to 13.4B, It is recommended that this facility is refurbished and refitted in accordance to BS8300.</p> <p>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.</p>	M	
14.9	There is no access for wheelchair users onto the main hall stage. The steps are not colour contrasted and there is no contrast provided to the edge of the stage.	<p>Site management should review, the lack of access onto the stage for mobility impaired people could be considered discriminatory under the Equality Act 2010.</p> <p>In the short term, colour contrast should be added to the edge of the step nosings.</p> <p>Add colour contrast to the edge of the stage.</p>	M	
15.3	There is a lack of signage to indicate where the toilets are located, there is no tactile or Braille signage provided on the toilet doors.	The appropriate toilet signage should be provided as part of the recommended way finding review, refer to 15.1	M	

17.1	There are no visual alarms to inform people with hearing impairments in the event of the fire alarm being activated.	<p>Specialist advice should be undertaken to install further alarm/alerting systems for people with impaired hearing, such as flashing beacons and vibrating devices. If flashing beacons are used, supplement with signage to indicate purpose.</p> <p>BS8300 - A fire alarm should emit a visual and audible signal to warn occupants with hearing or visual impairments</p>	M	
17.2 A	The 2No steps near MG5 should be changed to a ramp to allow egress and access to this area for wheelchair users.	Construct a BS8300 compliant ramp to ensure that level egress can be achieved for wheelchair users in the event of an emergency. Also refer to 17.2B	ST	
17.2 B	Not all ground floor exits have level egress for wheelchair users. Note these steps also have no colour contrast.	<p>A rolling programme needs to be implemented to provide level egress out of key areas and eventually all areas for wheelchair users. Priority should be given to areas in which staff, visitors, parents frequent. This is because a management procedure can be implemented to ensure students are taught in the appropriate classrooms.</p> <p>Pupils with a mobility disability should be subject to a PEEP to ensure that they study in areas in which level egress is possible.</p>	ST	

PRIORITY B

1.10	There is a lack of suitable seating with armrests within the playground areas to aid 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	
3.3	There is a graded approach up to the PE Block that main people may find difficult to negotiate.	This area is potentially problematic due to the topography of the approach. Ideally it would be preferable to construct a BS8300 compliant ramp going to the right side (looking directly at the entrance)	ST	

4.6	The external fire exit steps do not have suitable colour contrast provided to the edge of the step nosings.	<p>Bright colour contrast needs to be painted to the edge of the step nosings to clearly highlight their presence.</p> <p>AD M criteria will be satisfied if all nosings are made apparent by means of a permanently contrasting material 55mm wide on both the tread and the riser.</p>	OG	
5.1	The new grey entrances into the dining area off the car park are not colour contrasted.	<p>Colour contrast should be added to the entrances to ensure that they are clearly visible on approach to aid people with impaired vision.</p> <p>AD M - The presence of the door should be apparent not only when it is shut but also when it is open. Where it can be held open, steps should be taken to avoid people being harmed by walking into the door</p>	OG	
5.9	The main entrance is fully glazed with no manifestations provided causing a potential collision hazard.	<p>Well contrasted manifestations should be provided at two heights to the entrance.</p> <p>Glazed doors need to have permanent strips on the glass within a zone of 1.4mm to 1.600mm from the floor. These strips need to be contrast in colour (not treated glass) and luminance with the background seen through the glass in all light conditions.</p>	OG	

5.13	The lobby doors are not colour contrasted against the side panels. Additionally the door is likely to be too narrow when a single leaf is opened for wheelchair users. The silver door handles are not	Add colour contrast to the lobby doors and door furniture. At the next refurbishment, replace with alternative that has wider opening.	OG	
6.8B	The pupil services counter seating located opposite is not suitable for all users.	Provide a chair with armrests to this area to accommodate people with ambulant disabilities.	M	
10.2 A	The steps within the sports block have open risers which can cause a tripping hazard.	<p>These risers should be filled in to prevent a potential tripping hazard.</p> <p>According to BS8300 - When ascending a stair, people who wear calipers or who have stiffness in hip or knee joints are particularly at risk of trapping the toes of their shoes beneath projecting nosings, and of tripping as a result. In addition, some partially sighted people can feel a sense of insecurity when looking through open treads, and assistance dogs might refuse to proceed.</p>	OG	
10.2 B	The steps within the science block have open risers.	These risers should be filled in to prevent a potential tripping hazard.	OG	

10.4	<p>The steps within the sports block have handrails which do not extend 300mm beyond the step pitchlines.</p> <p>The steps within the sixth form block have handrails which are not of the preferred oval profile in accordance to BS8300.</p> <p>The stairwell within the main block near the reception area has a handrail to one side only and the existing handrail is not of the preferred profile. Additionally the handrail does not continue 300mm beyond the first step pitchline.</p> <p>3No steps down to the dining area have handrails which are not of the preferred oval profile in accordance to BS8300.</p> <p>The older steps have handrails which are too thick and are not of the correct profile.</p>	<p>BS8300 compliant handrails should be installed.</p> <p>The handrails need to be changed to one with a suitable profile (circular: 40 – 45mm, oval 50mm, in diameter) that projects at least 60 - 75mm clear of the adjacent wall – 50mm between a cranked support and the underside of the handrail.</p> <p>The handrail needs to be at least 300mm beyond the top and the bottom of the steps and should not project the route of travel.</p>		
12.3	<p>Throughout all of the WCs the colour contrast is poor. The fittings and fixtures are not easily seen against their backgrounds.</p>	<p>Colour contrast should be added to the fixtures and fittings within the WCs.</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>	OG	
12.5	<p>Urinals throughout do not have grab rails to aid people with ambulant disabilities.</p>	<p>A well contrasted grab rail should be provided to one urinal in every WC where applicable.</p>	M	

12.6	WCs do not have lever style or sensor operated taps to aid people with dexterity impairments.	<p>A rolling programme should be implemented to ensure that within every W.C that there are taps which are operated via a lever action, this will aid people with limited dexterity in their wrists.</p> <p>According to BS8300 - Taps should either be mixer taps with an up and down action to control water flow or individual hot and cold lever operated taps with not more than a quarter turn from off to full flow.</p>	M	
12.8	None of the showers have a grab rail to aid people with ambulant disabilities.	<p>Ensure a well contrasted grab rail is provided within the shower units.</p> <p>At the next planned refurbishment for the site, a feasibility study should be undertaken to assess the possibility of providing a level accessible shower facility for wheelchair users.</p>	M	
12.9	Within the changing rooms the clothes pegs are positioned too high and there are no armrests to the benches.	Lower a section of pegs within the changing areas. Provide a well contrasted drop down rail to section of the seating.	M	
13.4 A	The accessible WC near the reception area does not have a handryer and the soap dispenser is not well contrasted.	<p>Install a handryer facility. This will aid people who have limited dexterity and struggle to use the standard towels.</p> <p>Ensure that the handryer is well contrasted against the background upon which it is seen.</p> <p>Add colour contrast to the soap dispenser.</p>	M/OG	
13.4 B	The combined level access shower and WC within the main block is not ideally laid out, the hand wash basin is within the transfer area and not within reach whilst seated on the toilet pan. The mirror is too high and there is no handryer.	<p>It is recommended that this facility is refurbished and refitted in accordance to BS8300.</p> <p>BS8300 should be referred to for the suggested layout and guidance.</p>	M/ST	

13.4 C	The accessible WC off the dining hall area has no handryer provision and the soap dispenser is not colour contrasted.	Install a handryer facility. This will aid people who have limited dexterity and struggle to use the standard towels. Ensure that the handryer is well contrasted against the background upon which it is seen. Add colour contrast to the soap dispenser.	M/OG	
13.8	The combined level access shower and WC within the main block does not have a backrest provided to the toilet pan.	Backrests should be provided to the rear of the toilet pans. Note, refer to 13.4B, It is recommended that this facility is refurbished and refitted in accordance to BS8300	M	
13.9 A	The accessible WC near the reception area has a flush which is not of spatula style.	Install a spatula style flush on the transfer side of the toilet pan.	M	
13.9 B	The accessible WC off the dining hall area has a flush which is not of spatula style.	Install a spatula style flush on the transfer side of the toilet pan.	M	
13.11 A	The accessible WC near the reception area has an internal reset button which is not colour contrasted.	Add colour contrast to the reset button.	OG	

15.1	<p>The school does not have any tactile or Braille signage to accommodate people with impaired vision.</p>	<p>Review of way finding signage required.</p> <p>Tactile and Braille signage should be provided throughout the school. There should be new directory boards and tactile/Braille signage on the actual doors.</p> <p>Direct Access is able to carry out way finding surveys and provide costings to implement a new signage strategy. Please contact jtyson@accessdda.com for more information.</p> <p>Words entirely in upper case type (capital) should also be avoided. A sans serif type face with a relatively large "capital" height to "x" height should be used.</p> <p>Symbols should also be used to compliment signage where possible. Refer to - JMU Access Partnership and The Sign Design Society. 2000. ISBN 185878 412 3. Seek specialist advice for tactile signage.</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	
15.2	<p>Upon entering the reception area there is a lack of suitable directory signage.</p>	<p>The appropriate reception signage should be provided as part of the recommended way finding review, refer to 15.1</p>	M	

PRIORITY C				
1.2	There is no tactile paving provided to the crossing points on approach to the site to aid people with impaired vision.	Site management should undertake liaison with the Highways Dept to provide tactile paving in the area to aid people with impaired vision.	N	
2.2A	There are no signs on entry to the car park to indicate where the accessible bay is located.	There should be a sign at the entrance to the car park to indicate where the accessible parking spaces are located. Refer to BS8300, A sign or, if appropriate, signs should be provided at the entrance to each car park and at each change in direction to direct disabled motorists to designated parking spaces.	M	
3.2	The ramp to the right side of the main block has handrails which are partially of exposed metal making them cold to touch.	The handrails should be coated with nylon or a suitable alternative to ensure that they are not cold to touch.	OG	
4.1	External steps do not feature tactile paving to assist people with impaired vision.	Implement a rolling programme to install tactile paving to the top of the external steps throughout the site. AD M criteria will be satisfied if a 'corduroy' hazard warning surface is provided at the top and bottom landings of a series of flights to give advance warning of a change in level.	OG	
4.2A	The 2No steps near MG5 have handrails which do not extend 300mm beyond the first step.	The handrail needs to be at least 300mm beyond the top and the bottom of the steps and should not project the route of travel.	M	

6.3	The pupil services counter is too high off the ground for wheelchair users and for people of short stature.	<p>The counter should have a lower section plus sufficient knee space both sides for people sitting or standing. Ideally this should be at two heights: between 950mm and 1100mm to accommodate people standing and at 760mm for wheelchair users.</p> <p>According to the BS8300, the counter should be able to accommodate both visitors/customers standing and sitting. A counter should be capable of being staffed by a wheelchair user.</p>	M	
6.6	The pupil services counter has a glazed screen however this is pulled to one side whilst in use.	<p>To facilitate lip reading, lighting design should ensure that both the receptionist's and the customer's faces are evenly lit. In the short term, staff members need to be aware that lip-readers may find it difficult to see their face through the reflective glass.</p> <p>Security screen should be replaced at the next refurbishment with alternative that is designed to ensure that reflections are avoided.</p>	N/OG	
7.2A	Within the science block, there are some posts near the wood working classrooms, these posts do not have markings at two heights causing a potential collision hazard.	Add colour contrast markings at two heights to the posts.	OG	

7.2C	Columns within the dining area do not feature contrast markings at two heights.	Add colour contrast to the columns within the dining area to prevent a potential collision hazard.	OG	
8.3C	The doors within the sixth form block have high vision panels.	Refer to 8.3A		
14.3	Classrooms do not have chairs with armrests to aid people with ambulant disabilities.	<p>Ensure that there is a chair with armrests available within each of the classrooms. This is a recommendation that may need to be phased.</p> <p>Also ensure that any new furniture purchased will suitably colour contrast against the background upon which it will be 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	
14.8 B	There is no height adjustable cooking station available within the home economics classroom for wheelchair users or for people of short stature.	Site management to review, height adjustable cooking and work stations would be extremely beneficial for wheelchair users and for people of short stature.	M	
14.10 A	The kitchenette within the sixth form block does not have lever taps to aid people with dexterity impairments.	Ensure lever taps are available within the kitchenettes to aid people with dexterity impairments.	M	

14.10 B	The staff kitchenette does not have lever taps.	<p>Ensure lever taps are available within the staff kitchenettes to aid people with dexterity impairments.</p> <p>In the event of employment of a disabled person, the kitchenettes should include disability access, i.e., a section of work top lowered to 800mm with clear space underneath to allow wheelchair access; sink unit to have lever taps fitted, and utensils included.</p> <p>This could potentially be paid/partially paid for by the Government scheme 'Access To Work'</p>	M	
15.4	There is no level signage provided within the stairwells to help people identify where they are located within the building.	The appropriate stairwell signage should be provided as part of the recommended way finding review, refer to 15.1	M	

PRIORITY D				
1.6A	On approach to the site, the light posts and traffic posts do not feature contrast markings at two heights in accordance to BS8300.	The site management should undertake liaison with the local Highways Dept to rectify.	N	
2.6	There are no safety marked out walking routes within the car park potentially putting people at risk, particularly those with hearing impairments who may not hear a car reversing out of its space.	Mark out 1200mm wide hatched pedestrian routes within the car parks complete with signage warning of pedestrians. Also recommend providing a maximum speed limit of 5 mph within the car parks.	OG	
3.1A	To the rear of the main block there is a short ramp which has a tactile surface, this is incorrect and could potentially confuse people with impaired vision.	Deemed reasonable to retain in the short term. Consider replacing/correcting at the next main external refurbishment.	OG	
3.1B	The ramp to the right side of the main block does not have colour contrast to the surface to indicate the presence of a gradient.	Colour contrast should be added to the surface of the ramp. According to BS8300 - The colour of the surface of a ramp should contrast in luminance with that of a landing and surrounding area so that its presence is distinguishable by people with impaired vision.	OG	
3.1C	The rear sixth form block ramp does not have colour contrast to the surface to indicate the presence of a gradient.	Colour contrast should be added to the surface of the ramp.	OG	
4.2B	The external fire exit steps have handrails which are cold to touch.	The handrails should be coated with nylon or a suitable alternative to ensure that they are not cold to touch.	M	

4.5	<p>The external fire exit steps have open risers which can cause a potential tripping hazard.</p>	<p>Deemed reasonable to retain in the short term as this is a fire exit stairwell where people descend rather than ascent. Risers should be filled in as part of a long term renovation plan for the school.</p> <p>According to BS8300 - When ascending a stair, people who wear calipers or who have stiffness in hip or knee joints are particularly at risk of trapping the toes of their shoes beneath projecting nosings, and of tripping as a result. In addition, some partially sighted people can feel a sense of insecurity when looking through open treads, and assistance dogs might refuse to proceed.</p>	OG	
6.4	<p>The reception does not have colour contrast provided to the front to aid people with impaired vision.</p>	<p>Replace a section of the flooring in front of the reception desk with an alternative that is suitably colour contrasted.</p> <p>This will aid people with impaired vision when attempting to locate the reception desk.</p>	OG	

6.7	The school does not have a minicom provided to accommodate hearing impaired people who are unable to use the telephone.	<p>Provide a minicom facility and ensure staff are trained in how to use the facility.</p> <p>Ensure that the direct line is advertised in relevant literature and on the internet.</p> <p>Note – whilst it is possible to take an incoming minicom call via BT Typetalk (a BT relay operator recites what is being typed on the minicom) Personal research shows that people would rather not have a third person in the conversation.</p>	M	
8.7	There is a mixture of keypads used on site and are positioned too high off the ground floor level for wheelchair users. Many people with dexterity impairments can find these difficult to use.	<p>A review should be undertaken to assess whether it would be possible to remove these keypads and switch over a swipe card system.</p> <p>According to BS8300 - Disabled people with a weak hand grip or poor co-ordination, find that using a card to open a door lock is easier.</p>	OG	
10.5	Stairs do not have tactile warning surfaces to the top and bottom of the flights to accommodate people with impaired vision.	<p>There should be a hazard warning of tactile surfacing on the top landing of the flight of stairs that should be positioned at least 400mm from the nosing. The highest priority are the steps which are 'open'</p> <p>This should be implemented as part of an ongoing renovation plan for the site.</p>	OG	
12.4	Cubicle doors throughout are not appropriately colour contrasted to aid people with impaired vision.	Add colour contrast to the cubical doors to aid people with impaired vision. Also refer to 12.3.	OG	
15.6	Some notice boards have reflective covers which produce a glare making the information difficult to read.	At the next planned replacement for the noticeboards, ensure that the new boards have protective covers that do not reflect light or produce a glare.	M	

16.3	The majority of the light switch plates are not suitably colour contrasted against their background.	At the next planned electrical rewire for the site, light switches need to be lowered to within a range of 750mm and 1200mm. All switches and controls should be operational without the use of both hands and have front plates that contrast visually to surround.	OG	
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