

# ACCESSIBILITY PLAN INC. SEN POLICY

Company Operations

ADO SERVICES C.I.C.

Incorporating ADO River Valley

Version 2.5 ©2025

Current Version Valid from August 2025

Next Scheduled Review - September 2026

Last Ratification By Management Committee      September 2024

Next Review By Management Committee      December 2025

2025-2026

## 1 Accessibility Plan Overview

The **ADO River Valley School (ADO RV) Accessibility Plan** now incorporates the **SEN Policy** and supersedes any previously written Disability or Equality Policies. We specialise in SEN and SEMH students and are always committed to providing full access for them. We will make sure that all our students and stakeholders feel valued, cared for and listened to.

Additionally, we wish to ensure that full access to educational services, are provided where practical and reasonable.

The plan is written to meet the requirements of ***Schedule 10 of the Equality Act 2010***.

## 2. Aims and Objectives Statement

At ADO RV School we believe in providing every opportunity to develop our customers and staff to reach their full potential. Our students are encouraged to challenge themselves to be the best they can. We achieve this by:

- Ensuring all students feels valued, cared for and listened to.
- Ensuring all our students have full access, as is practical and reasonable, to all services. This can include but is not limited to our educational curriculum.
- It is our aim to reduce, and where possible eliminate, barriers to access our services, the physical environment, for all stakeholders with or without a disability.
- We promote and support awareness and equality for all disabled students, staff, parents, and wider stakeholders and visitors to our settings.
- We have a duty to publish our Accessibility Plan which explains how we are doing this and what we plan to do, which follows this statement.

This **Accessibility Plan** should be considered alongside our **Equality Policy**.

As an organisation providing education to students with social, emotional and health (SEMH) difficulties, we have responsibilities to:

- Eliminate unlawful discrimination.
- Consistently promote equality of opportunity.
- Eliminate disability-related harassment.
- Promote positive attitudes towards disabled people.
- Encourage participation by disabled people in public life.
- Be tolerant and aware of all needs of students, staff and visitors.
- Take steps and make reasonable adjustments to meet disabled people's needs.

### 3. Accessibility Plan Specifics

Where practically possible ADO RV School has considered all the needs of our students, staff and visitors.

Although we continually strive to meet the expectations of our students, we are always looking at ways we can develop and improve our facilities and settings.

The main areas that we consider for our students to be able to access without restrictions are:

- Our settings and locations for education.
- The physical environment at these locations.
- Information on how to use our services.
- The educational curriculum.
- Choices of activities to suit student limitations/ access arrangements.
- Ongoing support.

In addition, ADO RV School has risk assessed our settings and have plans to address the following areas:

**The Physical Environment** – Steps, Slippery Areas, Wet Areas, Stream, Woodland, Paving, Out-Buildings, Office Buildings, Exam Rooms, Therapy Rooms, Gates, Toilets, Hand Washing Facilities, Exterior and Interior Lighting, Signage, Furniture.

**Physical Aids** – ICT Equipment, Outdoor Equipment, Outdoor Activities, Specialist Desks and Chairs.

**Information** – Timetables, Textbooks, Handouts, Information Flyers, Website Information, Online Forms, Signing.

### 4 General Success Criteria

ADO RV School extends to offering continual development in all areas to ensure we can maintain an Accessibility Plan going forward as follows:

**Compliance with the Equality Act** – Ongoing and monitoring policies with support from all stakeholders.

**Accessing Important Information** - Ensuring that information is visible through different media outlets, and on our website at [www.adorivervalley.co.uk](http://www.adorivervalley.co.uk). We appreciate that some families may not have access to a device, and therefore we have signage displayed at our waiting area which states: “if you are unable to access any information that you require, please speak with a member of the ADO RV School Education Team who can either loan you a tablet to read in the waiting area, or can print documents at your request”.

We also ensure all policies and procedures are open sources for visibility. We ensure information is easy to get and easy to understand across the demographic of students we can support.

**Environmental** – Keep developing our facilities with further re-investment into our settings. Continue to find funds to improve the facilities and to add to the facilities. Ensure that all stakeholders support the initiatives and development going forward.

**Planning** – The ADO RV School management team strive to keep ahead of the challenges ahead with planning across all areas including staff training, staff recruitment and resource planning, ensuring we can keep up with the ability to admit students without detriment to them.

**Diligence** – To continually assess, report and review our stance on accessibility, ensuring as we develop, we can provide a sustainable scalable platform in which to build and improve our environment and aids.

## 5 Monitoring The Plan

Monitoring the plan is the responsibility of all ADO RV School managerial, management committee and senior stakeholders. The success criteria of this plan will be monitored and reported regularly to senior members of the team.

All stakeholders have an important role to play. Stakeholders are encouraged to reflect on processes themselves. They should be able to talk to a member of staff at any time in confidence.

## 6. Review

All ADO RV policies and procedures follow ITIL guidelines to ensure version control, change control and release management of any documents. As a matter of policy, documents can be updated at any time to reflect changes to ADO RV procedures, legal changes, OFSTED directives or any other reason to ensure the policies and procedures are accurate and correct. This involves consultation with stakeholders, our management committee and approval from the directors. All policies and procedures are reviewed at the very least on an annual basis. Regular communication through newsletters, social media, text systems and through our website within the ADO RV Library is part of our Release Management.

## 7 References

Internal ADO RV School References include:

**ADO RV School Health & Safety Policy**  
**Equality & Diversity Policy**

All these documents can be found in the ADO RV School Library at:

<http://www.adorivervalley.co.uk/index.php/alternative-provision-school/adorivervalley-library-main.html>

Useful External References include:

## 8 Contact

This document was produced by the ADO RV Operations Consultancy Team (Kylanja Ltd). This version supersedes any previous versions and will be reviewed annually.

All correspondence with regard to this policy, or any other operational policy and procedure should be directed to the ADO RV Business Manager by e-mailing [education@adorivervalley.co.uk](mailto:education@adorivervalley.co.uk) or calling 0208 855 6778, requesting to speak to the Business Manager or in writing to ADO River Valley School, Main Office, 126 Upper Wickham Lane, Welling, Kent, DA16 3DP.