

Information

Need	action	timescale	resources	outcome
To enable improved access to written information for pupils, parents and visitors.	Raising awareness of font size and page layouts will support children/parents with visual impairments Auditing the school books to ensure the availability of large font and easy read texts will improve access Auditing signage around the school to ensure that is accessible to all	Ongoing	All staff	Improved access to information
Ensure all school information is available in alternative formats as and when required	Ensure all documents have footnote "Alternative formats available on request" Make wider use of DCC services (Communications, Print, Design	ongoing	Office staff	Improved access to information
Offer alternative forms of communication e.g. E-mail, text message, newsletter, put information on school web pages	Survey parents/ pupils to ask them how they prefer to receive information. Look for alternative methods of communication Set up email/facebook	ongoing		Improved access to information
Encourage non verbal children to communicate	Makaton and pecs used across school	Ongoing in all rooms	All staff	Needs are met
Ensure all children with ASD have access to the curriculum . .	Individualised multi-sensory teaching strategies used for ASD children including visual timetables across the school- communicate in print	Ongoing	All staff to be aware	ASD children able to access curriculum.