Beckfoot Thornton 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
3.1	Thornton School is located on a sloping site; various ramps were identified throughout the school. The ramps located at the main entrance, the rear sixth form entrance, and towards the gates that separate the school from the leisure centre, were suitably graded. The ramp leading towards the sports fields, near to the main pedestrian gate, was steep and uneven, which may not be suitable for a wheelchair user. The ramp to the front of the canteen was slightly steep and may not be suitable for all wheelchair users.	The external ramps identified should be subject to remedial works to reduce the gradient to a reasonable slope that can comply with BS8300 and ADM-2:1.26 requirements. Any permanent ramp must be a maximum 1:12 over a maximum going of 2m, it should be a minimum 1.2m wide and feature 1.2m landings at head and foot, handrails to both sides and a contrasted sloped surface.	**M**	
3.4	Edging was not provided to the ramp leading towards the sports field, along the sloped area leading towards the main entrance or towards the gates between the school and the leisure centre. Ramped surfaces without suitable edging could lead to a wheelchair veering off the ramp. Edging may be required for the sloped section from the pedestrian route towards the leisure centre.	There should be a kerb on the open side of any ramp or landing, at least 100mm high, which contrasts visually with the ramp or landing, in addition to any guarding required.	**M**	

7.3	Step free access was not provided to the Old Building externally or internally via the link corridors. This building featured unique features such as the main school hall, a gymnasium and the staffroom. Classrooms were provided to this building, many of which, such as cookery rooms and science rooms, were replicated in the New Building. Step free access was not provided to D or E Floor. Level access could be achieved into C Floor via classrooms, where Design Technology workshops were positioned.	A feasibility study should be taken to providing a platform lift, along the link corridor, to create level access from the new building towards A Floor of the old building. If a platform lift is not possible, the feasibility of providing a wheelchair stairlift should be considered. Providing a lifting appliance will enable staff, students and visitors to gain level access towards key areas of the school, such as the main hall and staffroom. In regard to gaining access to upper floors, such as B Floor, D Floor and E Floor, any service offered in these areas must be replicated, relocated or offered in alternative accessible locations on an equal basis when it is required by disabled people. Any alternative location used must be subject to review in response to access requirements and user need to ensure that accessible facilities are provided.	**ST**	
13.2	Facilities were provided to the newer building of the school, on H and F Floors, as well as in Horizon. Further facilities were not provided to C Floor, where level access could be gained, or A Floor. This building required stepped access. Refer to section 7.3. The accessible facility is on the first floor in the leisure centre. No accessible facility is available on the ground floor.	Should level access to the old building be provided, an architectural feasibility study should be undertaken to provide a BS8300 compliant accessible WC facility within this area. A potential area location for this could be within the WC facility next to the quiet room. BS8300, Fiugure 41, should be referred to for the suggested layout and guidance. An alarm should be installed within the facility and the fittings should be well contrasted.	**M/ST**	
13.5	The soap and tissue dispenser in the facility on H Floor were marginally high from ground floor level and were not well contrasted against the surrounding. The towel dispenser in the F Floor facility was high from ground floor level and were not well contrasted against the surrounding. The hand wash basin in the Horizon's facility was positioned too far from the toilet basin. The soap dispenser was also high from ground floor level. Fittings that are high from ground floor level may not be accessible for wheelchair users. The sink is not fitted near the WC pan in the leisure centre facility. This facility is set up peninsular style but with some corner style grab rails.	The soap, tissue and towel dispensers should be relocated at a height of between 800mm and 1000mm above finished floor level where applicable. Refer to BS8300, Figure 42 below. Greater contrast should be considered for the fixtures and fittings within the accessible 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**	

Priority B

Item ref	Details / issue	Recommendation	Est cost	Action Taken
1.1	Beckfoot Thornton School and leisure centre are located on Leaventhorpe Lane and is situated on a sloping site, where the topography of the site is sloped between the school buildings and levels. The school features a car park with two accessible bays near to the rear entrance. Faded bays were provided near to the main entrance and a further carpark was identified near to the sports fields. Further accessible bays were identified next to the recreation centre. The auditor was informed that although owned by the school, the recreation centre is leased by the council. Local transport links include bus stops along Leaventhorpe Lane and Thornton Road, within less than 0.1 miles of the school. The school's website includes a link to Google maps where directions to the school can be gained. No further information on how to arrive at the school is provided.	Options on how to arrive at the site 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. 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.	**N**	
3.2	The ramps leading towards the main entrance and the sixth form entrance featured handrails that were exposed metal, which could be cold to the touch. Handrails were not provided to the ramp leading towards the sports fields. The sloped area between the school buildings did not feature handrails. The remaining ramps featured suitably positioned and coated handrails. For the Leisure Centre: Main ramps outside the entrance only have handrails on one side or no handrails. Sloped route from the school has handrails on both sides but parts are worn exposing bare metal making parts of them cold to touch.	Wheelchair users do not normally need to use handrails to negotiate a ramp. However, in slippery conditions on long and/or steep ramps, handrails can help wheelchair users to steady themselves. Some people with an ambulant mobility impairment might be weaker on one side and, therefore, a handrail on each side of the flight is essential for support, for ascending and descending. A handrail should be provided on each side of the ramps, throughout their length. The top surface of the handrail should be between 900 mm and 1 000 mm from the surface of a ramp or pitch line of a stair and between 900 mm and 1 100 mm from the landing. The handrails should be coated with nylon or a suitable alternative to ensure that they are not cold to touch.	**M**	
4.2	The external steps leading towards the sports field and in front of the canteen featured suitable handrails. The remaining steps on site featured either exposed handrails, which could be cold to the touch, a handrail to one side or no handrails at all. Handrails may be required for part of the steps before the exit door of the leisure centre.	BS8300 compliant handrails should be installed to both sides of the external steps. These should be well contrasted and not cold to touch. The handrails need to be one with a suitable profile (circular: 40 – 45mm, oval 50mm, in diameter) The handrail should be installed at a height of 900mm and needs to continue horizontally at least 300mm beyond the top and the bottom and should not project into the route of travel at final landings.	**M**	

12.6	Suitable, lever style taps were identified in the female and male staff WCs by the site office, by the staff quiet room opposite the hall, in the female staff facility on E Floor and near to Virtual Learning. The remaining facilities featured push style controls, some of which were stiff and may not be suitable for people with limited dexterity in their wrists. WCs in the leisure centre do not have lever style or sensor operated taps to aid people with dexterity impairments.	It is recommended to implement a rolling programme to replace the remaining push taps with lever or sensor style, this will aid people with limited dexterity in their wrists. 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.	**M**	
12.8	The changing facilities identified did not feature a lowered section of hooks, which could assist people who are short in stature. For the leisure centre: Accessible WC and shower was provided on First Floor within the gym area. Main Male changing room had a larger shower cubicle which a shower chair, but no grab rails provided. An alarm was provided but the cord is not hanging loose. Locks contrasted and were lever style locks. Hooks were identified too high for a wheelchair user or a person of shorter stature.	In the changing areas, two heights of clothes hooks should be provided, one at 1050mm and the other at 1400mm above the floor. In an accessible facility, they should be located next to the mirror or to the inner face of the door. Grab rails should be fitted to the shower facility identified, with its lower end no higher than 800mm from ffl, as shown in BS8300 Figure 37. Implement a management procedure to ensure that cord alarms are always kept loose and not tied up. According to BS8300 - An emergency assistance pull cord should be sited so that it can be operated from the shower 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/N**	
13.1	Three accessible WC facilities were provided to the school. The facility opposite H9, measured to be approximately 1470mm by 2024mm. This facility was narrowed further to approximately 1550mm structurally, narrowing the transfer zone. The facility on F Floor was measured to be approximately 1695mm by 1550mm. The facility in Horizons was measured to be approximately 2265mm by 1510mm. The facility on H Floor and F Floor may not be suitably sized for wheelchair users. An Accessible WC and changing area with hoist was available on first floor/ gym floor. Compartment dimensions 3020mm by 3470mm.	During future developments, the architectural feasibility of increasing the size of the accessible WCs on H and F Floor should be taken into consideration. Refer to ADM diagrams 18 and 19 for guidance.	**M/ST**	
13.4	Suitable locks and contrasting grab rails were provided to each facility door in the school. Inner door controls feature a thumb style lock in leisure centre and no handle is provided to the outside. The light switch is outside of the facility, located high from ground floor level and does not contrast from the surroundings.	Accessible WC facilities 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. The light control for the facility in the leisure centre should be placed inside the compartment. Light switches should have large pads capable of being operated using a 'closed fist', should be located at a height of 900mm - 1100mm in alignment with door handles and should be well contrasted against its surrounding.	**M**	

13.7	Grab rails were missing to the left-hand side of the hand wash basins in F and H Floor facilities. The grab rails provided were not well contrasted against their surroundings. The grab rails provided in the Horizons facility were positioned appropriately for the layout and had some contrast. BS8300 compliant grab rails are provided throughout the accessible WC in the leisure centre, and they are well contrasted against their surround to aid people with impaired vision.	Grab rails should be provided either side of the washbasins, where identified. Where possible, vertical support bars at least 600mm long should be fixed each side of the washbasin, with their mid point at 1100mm above the floor. The grab rail sets should be replaced with a new BS8300 compliant set that offers colour contrast. A difference in LRV (Light Reflectance Value) between rail and background of 30 points is considered reasonable. In accessible WCs a blue rail set on white walls is a common accessible combination.	**M**	
13.9	Lever style flushes were provided to each facility. The WC facility in the compartment on H Floor was centrally positioned due to the structural constraint. Someone using this facility may be required to lean over the basin in order to access the flush. The flush is of a spatula style, and it is located on the correct side of the toilet pan, on the wider/ right transfer side in the leisure centre.	Refer to 13.1 for the structural constraints in the H Floor compartment.	**N**	
15.4	The new building featured signage within stairwells to assist with way finding. Signage was inconsistent across further stairwells of the school. This school features multiply stairwells; signage would greatly assist with wayfinding. There is no level signage provided within the stairwells in the leisure centre to help people identify where they are located within the building. Two stairwells are provided - to the First Floor Gym area and to the gymnasium hall that is shared with Thornton School. First Floor Gym fire exit is stair is next to this so is not used to access the First Floor.	A Stair/Level identification sign should be present within the stairwells. This can be a tactile and Braille sign next to the door and/or leading out of the stairwell and provides level identification.	**M**	
16.7	Portable induction loops were not provided on site. These may be beneficial for smaller or one-to-one meetings, such as parents' evenings.	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. Signage should be provided indicating that the availability of a portable induction loop is available on request. 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.	**M**	

Priority C

Item ref	Details / issue	Recommendation	Est cost	Action Taken
1.4	There are surfaces on approach to and within the school that are uneven. Uneven surfaces could create trip hazards for wheelchair users, people with reduced mobility, and people who are Blind or partially sighted.	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**	
1.5	The school featured signage to Leaventhorpe Lane to assist with locating the school. There is a lack of on street signage navigating you to the pedestrian route on approach to the site.	Signposting should be provided to direct disabled people to the pedestrian entrance. Any accessible entrance should feature the access symbol and correct directional arrow. The entrances must be open and available for use or have suitable procedures in place to provide assistance on demand.	**M**	
1.9	The entrance gates provided were not well contrasted against the surrounding fencing or controls, which could impede people who are partially sighted. The proximity readers for entry were positioned high from ground floor level and may not be accessible for wheelchair users or people who are short in stature. The intercoms were positioned marginally high from ground floor level at the main entrance gate. These controls were audio only and may not be suitable for people who are Deaf of have hearing loss.	Add colour contrast to the gates and their controls to aid people with impaired vision. The intercom/call button should be relocated at a height of between 900mm and 1100mm. Intercoms and gate control systems can be very difficult for disabled people to access. 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.	**M**	
3.11	For the Leisure Centre: Two ramped sections do not have colour contrast to the surface to indicate the presence of a gradient. All ramps by the main entrance had gradients of four degrees or less so are suitable. The site itself requires the use of a steep slope from the Leaventhorpe Road. Slopes are required from one of the school entrances. This does not have contrast to indicate a gradient.	Colour contrast should be added to the surface of the ramps. According to BS8300 - The surface of a ramp should contrast visually with the landings and the edge protection so that its presence is discernible by people who are blind or partially sighted. To maintain traction, a sloping surface should have a higher slip resistance than an equivalent level surface. The steeper the slope, the greater the friction needed to maintain contact with the ground without slipping. Surface materials should be chosen to be durable and easy to maintain, and should be slip-resistant when wet, to allow for rain and other environmental factors.	**OG**	

3.3	The ramp leading towards the main entrance features a slightly uneven area to the bottom, as transition is required from a dropped kerb. Tactile paving was provided to the ramp leading into sixth form, which is not recommended. The surface of the ramps and sloped areas leading towards the playing fields and main entrance were uneven. For the leisure centre: Most ramps appear to have surfaces which are slip-resistant, firmly fixed and easy to maintain. The ramp surface consisting of tactile warnings is not recommended.	The external ramp surfaces should be improved. To maintain traction, a sloping surface should have a higher slip resistance than an equivalent level surface. The steeper the slope, the greater the friction needed to maintain contact with the ground without slipping. Surface materials should be chosen to be durable and easy to maintain, and should be slip-resistant when wet, to allow for rain and other environmental factors. BS8300: Tactile paving should not be used at the top and bottom of ramps.	**M**	
5.1	The main entrance was signposted to the facade of the building. The main entrance doors were not well contrasted against the surrounding frames. The remaining entrances were visible from their facades. For the leisure centre: The main entrance is signed. All of the entrances are silver seen against a silver surround. This does not provide sufficient colour contrast for people with impaired vision. Best practice states that entrances should be visually prominent and easily identifiable.	Colour contrast should be added to the entrances to ensure that they are clearly visible on approach to aid people with impaired vision. 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.	**M**	
5.9	A glazed entrance door was not provided to the school. Manifestations for the leisure centre main entrance may need to be improved to be visible against all backgrounds.	Well contrasted manifestations should be provided at two heights to the entrance of the leisure centre. Glazed doors need to have permanent strips on the glass within two zones, from 850mm to 1000mm from the floor and from 1400mm to 1600mm 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.	**M**	
6.3	The reception desk was at a height of approximately 950mm. The sign in screen was high from ground floor level. A lower picture option was available. The reception desk for the Student Hub was high from ground floor level and may not be suitable for approach from both standing and seated users. The reception in the leisure centre does have a lowered section to accommodate wheelchair users or people of short stature. No issues to report.	The reception desks should be designed to accommodate both standing and seated customers with at least one section of the counter 1500mm wide, with its surface no higher than 760mm, and a knee recess 500mm deep up to a height of 700mm.	**M**	

7.5	The New Building featured good contrast along main communal areas. The Old Building had limited contrast along B Floor between the walls, floors and ceilings. Some doors also lacked suitable contrast in this area. Refer to section 8. For the leisure centre: The colour scheme employed on the ground floor site does not have good use of contrast to aid people with impaired vision. The flooring and skirting are similar colours - the walls and doors are different in tone and colour.	There should be a visual contrast between the wall and the ceiling and between the wall and the floor. The LRV of a wall should be 30 points different from that of the ceiling and of the floor. To avoid giving the wrong impression of a room, skirtings should have the same LRV as walls so that the junction between the skirting and the floor marks the extent of the room. Liaison could be undertaken with the RNIB or Accessibility Consultant to ensure a well-designed colour scheme adding contrast to floors, skirting and walls is provided which would substantially aid people with impaired vision to navigate around the building.	**M**	
8.1	Doors in the New Building were distinguishable from their surroundings. There are doors along B Floor that have limited contrast against their surroundings, which includes, but is not limited to, B24, B18 and B17. The majority of the doors in the leisure centre are suitably colour contrasted against their surroundings. No issues to report.	Ideally all doors should have contrast against the surroundings upon which they are seen. The doorway should be easily identifiable when the door is in the closed position, and when the door is in the open position. This could be achieved by painting the door frames a contrasting colour. Adding colour contrast will aid people with impaired vision.	**M**	
8.3	The doors in New Building and E Floor featured suitable vision panels. Doors across the Old Building featured doors with high vision panels. High vision panels were identified across C Floor. Vision panels that do not extend to 500mm from ground floor level could increase the risk of a collision hazard. Key doors throughout the leisure centre have the appropriate vision panels.	A rolling refurbishment programme should be implemented to install new BS8300 compliant doors with vision panels. Vision panels need to be included in frequently used doors where privacy (toilets etc.) is not required with a minimum visibility zone between 500mm and 1500mm from floor level and located at the side of the leading edge. Glass should comply with BS6206. It is recommended that site management implement a procedure to ensure that the temporary notices are not on the vision panels. This will prevent a potential collision hazard.	**M**	
9.2	Both ramps were deemed to be wide enough and suitably graded. The surface of the ramp near to B21 was not contrasted to indicate a change in gradient. The ramp surface in the leisure centre is wood and was deemed to be suitable and not slippery on the day of the audit.	Colour contrast should be added to the surface of the ramps. According to BS8300 - The surface of a ramp should contrast visually with the landings and the edge protection so that its presence is discernible by people who are blind or partially sighted.	**OG**	

10.3	There are sets of steps throughout the school that feature well contrasted handrails, with a suitable profile. The handrail provided to stairwell 1 was not extended 300 mm beyond the final step or onto the level landing. The two steps identified in the link corridor do not feature handrails. The steps opposite room B24a, by B11, opposite the staffroom, and leading towards the gymnasium feature handrails that do not extend 300mm beyond the final step. The stairs to the right of the stage does not feature handrails to the right. The stairwells leading to the first floor do not have handrails that extend the entire length of the steps and into the landing areas. The steps to the right in the canteen do not feature a handrail to the left-hand side. The handrails in D Floor stairwell and the stairwell leading towards the gymnasium had a wide but narrow profile. The two steps located by A21 do not feature handrails. Handrails for stairs to the gym floor may benefit from improved contrast to assist people who are partially sighted.	BS8300 compliant handrails should be provided on each side of the stair flight, throughout their length (including intermediate landings) without obstructing access routes. The handrails need to be one with a suitable profile (circular: 40 – 45mm, oval 50mm, in diameter) The handrail should be installed at a height of 900mm and needs to continue horizontally at least 300mm beyond the top and the bottom and should not project into the route of travel at final landings. A handrail finish should be applied that can achieve a minimum of 30 points lrv (Light Reflectance Value) between handrails and background.	**M**	
11.3	The support rail provided was suitably positioned. Compliant support rails which are of an oval design are provided within the lift however the colour contrast could be improved. The use of silver rails seen against a silver surround may not provide sufficient colour contrast for some people with impaired vision.	The lift car should include a contrasted handrail at 900mm height located so that it does not obstruct controls or mirror.	**M**	
11.4	A mirror was not provided to the lift. A mirror could assist a wheelchair user see behind them when exiting the lift. No mirror is provided. Platform lift is a travel through lift with door on the other side on the upper level of the First Floor.	The lift car should include a mirror to enable a wheelchair user to see the space behind the wheelchair.	**M**	
12.3	Some facilities featured contrast between the fittings and their surroundings including the facility in Horizons and the male, staff facility in F Floor. The remaining WC facilities featured fixtures and fittings that were light in colour, set against a light background. This may not provide sufficient contrast to assist people who are partially sighted. Within the WCs for the leisure centre, the fittings are generally white seen against a white surround. This does not provide sufficient colour contrast to aid people with impaired vision. The upstairs Male changing area had white fittings against grey backgrounds except for on the walls.	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**	

12.4	Most WC facilities identified featured well contrasted cubicle doors against their frames. The boys' facility in D Floor featured cubicles that were not well contrasted against their surroundings. Male Changing room cubicle doors in the leisure centre did not contrast sufficiently from their surroundings of grey frames. The WCs on Ground Floor by the entrance did have contrasting inner doors and grab rails provided. Locks contrasted but the small knobs may be difficult for people with limited dexterity to use.	Cubicle doors throughout should appropriately colour contrasted to identify doors within frames to aid people with impaired vision. A difference of 30 points LRV (Light Reflectance Value) is recommended as appropriate contrast. Door locks and door-furniture should be easy to operate using a 'closed-fist', limited dexterity and/or minimal force. Bold action and sliding locks are preferred and thumb-turn locks should be avoided.	**M**	
12.5	The urinals identified were well contrasted against their surroundings; however, none were identified as featuring grab rails that could assist people who have ambulant disabilities.	A well contrasted grab rail should be provided to both sides of one urinal in every WC where applicable.	**M**	
12.7	Enlarged cubicles were identified in the student WC facilities near to the Year 8 team; however, these cubicles did not feature outwards opening doors or grab rails.	As the toilets throughout the site are refurbished, there should be an internal standard or set of guidelines. These should state that any toilet being refurbished should be checked for the feasibility of including a cubicle for ambulant disabled persons. Any ambulant disabled cubicle provided should be AD M compliant at least 800mm wide with 750mm clear space in front of the WC pan and should include grab-rails, clothes hooks and outward opening door.	**M**	
15.1	The overall layout of the school was clear and logical, with signage positioned on the doors to assist with wayfinding, as well as on some entrance points into the different buildings. The signage positioned on doors to assist with way finding sometimes feature entirely upper-case lettering, which is not best practice. Door signage was sometimes high from ground floor level, at approximately 1600mm, which may not be suitable for all eye levels. Limited contrast was provided to the signage on B floor; white writing placed upon a light grey background may not be suitable for people who are partially sighted. Limited way finding signage was provided for the leisure centre. Doors had some signage on them, but no directional signage was seen.	A review of way finding signage required. Whilst the latest BS8300 revision has downplayed the requirement for Braille, it has highlighted the importance of pictorial signage. 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. 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. Consistency of sign height and position throughout the premises is important. Signs should be placed between 1400mm and 1700mm for blind and partially sighted people when standing. For wheelchair users signs should be placed between 1000mm and 1100mm above floor level. Signs associated with control panels, e.g. lifts or door entry systems should be located between 900mm x 1200mm, to meet the needs of both wheelchair users and people standing. The RNIB and the Joint Mobility Unit recommend positioning all signs at eye level (1500 mm), including tactile (embossed) and Braille signs.	**M**	

15.5	The lifts were not clearly signposted along key routes to assist with identifying their location.	The appropriate lift signage should be provided. 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.	**M**	
15.7	Leaflets are provided at a range of heights. Of the leaflets and information provided, none was identified in alternative, accessible formats.	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. 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 It is recommended that signage be installed to indicate that all public information issued can be provided in accessible formats on request. 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.	**M**	
17.1	Some areas were identified as featuring visual alarms, including within some WC facilities such as the Sixth Form Common Room WCs, the Horizons Accessible WC facility and some staff facilities. The positioning of these visual alarms appeared to be inconsistent, as the two further accessible WCs did not feature visual alarm systems. There are no visual alarms to inform people with hearing impairments in the event of the fire alarm being activated.	A suitable method of warning should be provided where one or more persons with impaired hearing are anticipated. This method is ideally by providing visual alarm warnings or it can be managed by allocated personnel and management systems. BS8300: In areas where people are likely to be in relative isolation (e.g. toilets, bathrooms, changing rooms and isolated offices) or in noisy environments, alarm/alerting systems for people who are Deaf and hard of hearing, such as flashing beacons and vibrating devices, should be installed in conjunction with proprietary or conventional fire alarm systems.	**M**	

Priority D

Item ref	Details / issue	Recommendation	Est cost	Action Taken
1.2	The crossing point across the vehicle entrance to the recreation centre did not feature suitably dropped kerbs on both sides or tactile paving. The crossing for Southlands Avenue featured dropped kerbs, but no tactile paving. A pedestrian crossing is provided along Thornton Road; however, further crossing points along Leaventhorpe Lane towards the school were not identified. There is a crossing point with tactile paving across Thornton Road.	Site management should undertake liaison with the appropriate Council Department to provide tactile paving in the area and suitably dropped kerbs to aid people with impaired vision.	**N**	
1.6	There are bins and bollards on approach to the school and leisure centre. The bin seen partially obstructs the access route but is contrasted from its surrounds. The bollard/ barrier post is on the side of the road and does not obstruct the access route but does not contrast.	Add colour contrast to the bins and bollards to ensure that they are easily distinguishable against the background upon which they are seen. BS8300 - Low-level posts, e.g. bollards, should not be located within an access route. they should be at least 1000 mm high and should contrast visually with the background against which they are seen (it is desirable also to incorporate a 150 mm deep contrasting strip at the top).	**M**	
1.7	An electricity post was identified by the pedestrian gates along Thornton Lane. This was not well contrasted and could be a collision hazard.	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 school grounds did not feature armrests. Armrests can assist people with ambulant disabilities. Seating was not identified on the approach route towards the leisure centre.	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**	

4.1	There are external steps throughout the school that did not feature tactile warnings to the top and bottom of the flight. This included but is not limited to the main entrance steps, the steps by the sixth form exits, steps leading into the central courtyard, steps leading into the Old Building and steps leading towards D Floor. The tactile paving provided to the steps that lead towards the sports field were not 400mm from the step and could cause confusion. External steps to the leisure centre 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. BS8300 - To give advance warning of a step, tactile paving with a corduroy hazard warning surface should be provided at the top and bottom of each flight, excluding intermediate landings with continuous handrails. Where the approach to the stair is wider than the flight, the tactile surface should extend beyond the line of each edge of the flight.	**M**	
4.4	There are sets of stairs that feature uneven treads, as the final step has a small profile. This includes the steps near to the canteen and others leading into the Old Building. This could be a trip hazard. All of the external steps for the leisure centre have treads which are long enough, and they are of the same length. Steps to side of building, and steps from the school have shallow risers which are less than 150mm high. Fire exit steps for the leisure centre have open risers.	Deemed reasonable to retain in the short term as this is a fire exit stairwell where people descend rather than ascend. Risers should be filled in as part of a long term renovation plan for the site. According to BS8300 - When ascending a stair, people who wear callipers 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.	**M**	
5.8	The intercom at the main entrance was slightly high from ground floor level at approximately 1400mm, which may not be accessible for all users. Office staff had a clear line of sight should assistance be required.	It may be beneficial to reposition the intercom. Ensure all operating parts are within 1050mm off the landing level and ensure no obstruction below. Ensure that it is well contrasted against the background upon which it is seen.	**M**	
5.10	The weather mat at the main entrance was firm and flush with the floor. The weather mat by the year 8 team, near A4, was recessed and covered with an additional mat. The level change could be a trip hazard.	Consider installing a new recessed mat at the year 8 entrance, which is flush with the surrounding flooring. This will ensure that there is no potential tripping hazard. Refer to BS8300 - any matting should either have its surface level with the adjacent floor finish or, if surface laid, be of a type that has a rubber backing and chamfered edges. if, in exceptional circumstances other types of surface laid mats are used, they should be securely fixed to the floor at their edges and at any joints, to avoid the risk of tripping or slipping.	**M**	
6.4	A contrasted section of flooring was not provided to the flooring in front of the reception desk. This could assist people who are Partially Sighted. Contrast is provided by a firmly fitted weather mat to the leisure centre reception.	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**	
7.2	The structural column in the Sixth Form Common Room was well contrasted. The structural column in G9 and the column opposite room A25 did not feature contrasted markings to help reduce the risk of a collision hazard. The furniture in the Sixth Form Common Room were close together, providing minimal passing space for a wheelchair user.	The columns identified should feature improved contrast to make them apparent Blind/partially sighted people. The column/support should incorporate a band, 150 mm high, whose bottom edge is 1500 mm above ground level, and which contrasts visually with the remainder of the column/support. Spacing between tables and chairs should be 1550mm - 2050mm with a minimum of 1050mm width clear of any seating.	**M/N**	

7.6	The floor surface on F Floor was reflective, which could appear to be wet and slippery. The flooring in F2 was slightly slippery, which could be more so when wet. The First-Floor carpet pattern in the leisure centre could be improved during future development but would be deemed suitable to retain as the pattern is of a similar colour and contrast. Busy or distracting wall coverings have been avoided.	At this time replacing the floor is unfeasible but in the event of any repair or refurbishment the floor should be made more accessible. The floor finish should be plain in order to indicate a safe access route. Large, repeating patterns that incorporate bold contrasting colours or simulate steps should not be used for any floor surface. PAS 6463: The amount of contrast within a pattern, particularly on a large area such as walls or floors, should be taken into account, as high contrast increases the level of discomfort and visual overload some people experience. Geometric and repetitive patterns with high contrast should not be used on floor designs. Mirrored, high gloss or very shiny surface finishes should be avoided for large areas.	**M**	
8.5	The pull handles by the staff kitchen in G Floor were approximately 1140mm from ground floor level. These handles are located on a push door, which may create confusion. There are pull handles that are high from ground floor level across the new build, including but not limited to: G2, G3, B22, A26, all C Floor doors, E Floor doors and towards sports. The handle for G9 was loose and requires maintenance. For the leisure centre: BS8300 compliant tubular style lever handles are generally provided throughout the site, but some controls are not compliant. The door handles to the sports hall would be difficulty for someone with limited dexterity to use. 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.	Pull handles, where identified, to be relocated with the bottom end of the pull handle not lower than 750mm and no higher than 1000mm. Site management to schedule repair of the handle on G9. Regarding the leisure centre, a rolling refurbishment programme should be implemented to install new BS8300 compliant door furniture. New furniture handles should be well contrasted and tubular style operated via lever. Small door controls that require greater dexterity are generally difficult for use by people with ambulant disabilities and people who may have dexterity impairments or arthritis, due to the wrist action required to open them.	**M**	
8.7	Security readers for Human Resources, IT support and the Data Office were positioned high from ground floor level, at approximately 1400mm and 1470mm, which may not be accessible for wheelchair users or people who are short in stature. Further security readers and controls were identified, which are also high from ground floor level. This includes but may not be limited to the staff WCs, the Dark Room controls, towards the stairwell by reception, by A31, towards the leisure centre from internal areas, in Horizons. All of which are above 1200mm from ground floor level.	Systems, which require more precise hand control, should be orientated vertically, within a height range of 900mm to 1000mm.	**M**	

11.2	The lift provided measured to be approximately 1400mm by 1100mm. Car dimensions for the leisure centre are 1006x1485mm. This meets recommendations for passenger lifts in existing buildings.	Lift sizes should be chosen to suit the anticipated intensity of use of the lifts and the requirements of disabled users. During any future developments, the architechural feasibilty should be taken to providing a lift size of 2000mm wide by 1400mm deep is recommended to accommodate smaller mobility scooters or one user of any type of wheelchair, together with several other passengers. There is sufficient space for wheelchair users and people with walking aids to turn through 180°.	**ST**	
11.9	Contrasted sections of flooring were not provided to the lift landing areas.	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**	
14.7	Of the IT facilities identified, none featured adjustable desks. Some desks, particularly those on G Floor were measured to be approximately 720mm from ground floor level. The gym had some accessible gym equipment.	Consideration should be given to providing adjustable height desks on demand for use by disabled people in shared workshop and task areas. In workplaces adjustable height desks should be provided subject to individual workplace assessments.	**M**	
14.8	Lever style taps were provided to the kitchenette on G Floor. This was a narrow kitchen at approximately 1000mm, which may not be suitable for a wheelchair user. G10 cookery room, alongside the other cookery rooms on site, did not featured a lowered section. Each kitchen area featured turn style taps, and worktops that were approximately 900mm from ground floor level. These classrooms did not feature a lowered section of hooks for bags and coats. The science rooms featured coat hooks that were high from ground floor level. The Sixth Form Common Room featured a small kitchenette with lever taps and worktops at approximately 870mmm from ground floor level. The staff kitchenette in the staffroom featured turn style taps and counter tops that were approximately 930mm from ground floor level.	At the next refurbishment or when kitchenettes and cookery rooms are changed, consideration should be given to installing split height work surfaces. This will ensure that the facilities can be used by all. The kitchens/refreshment areas should feature a worktop at 850mm height that includes an 800mm long section with a clear space beneath the depth of the work surface and at least 700mm in height. The ideal solution where dual heights cannot be provided is for an adjustable height work surface to be provided. The use of an adjustable height work surface gives greater flexibility and is therefore preferred. 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.	**M**	
15.6	There are temporary notices across the school that are written entirely in upper case lettering, which is not best practice. The notice boards across the school featured reflective coverings that created glare. This could cause confusion for people who are partially sighted. Most door signage and temporary signage in the leisure centre had examples of upper case only text used.	Implement a management procedure to ensure that any temporary notices are typed out using a mixture of lower and upper case lettering. 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. When the notice boards are next changed, consideration should be taken to removing or replacing the reflective coverings to ensure that the amount of glare along the main corridors is reduced.	**N**	
16.2	There are light switch plates across the school that are not well contrasted against their surroundings. Some of which were high from ground floor level and may not be accessible for wheelchair users and people who are short in stature.	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. Alternatively, contrasted border could be provided. This will ensure that they are easily located by people with impaired vision. All switches that require precise hand movement, such as light switches, thermostats etc, should be located between 750mm – 1200mm from floor level.	**M**	

16.3	Most areas identified featured suitable lighting and blinds or curtains to help control any glare from natural light. G2 IT room did not feature blinds or curtains, the windows for this room were tinted, which may help to control any glare from natural lighting. A blind was missing from C3.	Consideration should be taken to providing blinds in areas where natural light creates glare within learning spaces. Wherever possible, safe and accessible controls for opening and closing curtains/blinds/shutters automatically or by other means of remote control should be provided for use by disabled people. Rods or pull cords for manually opening and closing curtains are acceptable.	**M**	
16.4	Most stairwells were well illuminated. Stairwell 2 featured wall lighting, that may not be suitable for people who are partially sighted as it can create glare.	Each flight and landing of a stepped access route should be well illuminated, providing a clear distinction between each step and riser. The illuminance at tread level should be at least 100 lux. Lighting that causes glare (such as poorly located wall lights, spotlights, floodlights or low-level light sources) should be avoided.	**M**	