



Cranleigh Preparatory School Disability Access Plan 31st January 2024 - 30th January 2027

General Actions

Plan new developments and refurbishments with disability access fully in mind

Increase contrast when re-painting as noted in audit

Increase contrasting stair nosings

Keep disabled facilities clear and unobstructed

Increase staff awareness

Improve site signage

Improve visual warnings for fire alarm activations as upgrades allow

Funding

The Works budget assumes a level of expenditure of about £7,000 per week, excluding staff costs for the routine maintenance of the School buildings. Within this figure, the Works Manager has delegated authority to spend based on the priority system within the department which automatically prioritizes health and safety and pupil welfare issues over and above more routine matters. For larger projects, these would go forward onto the CapEx model which, again, prioritizes projects accordingly.

Specific Actions from Audit

Action No	Priority	Description	Notes
CPSAA3	3	Increase the number of accessible car parking bays you have present on site.	In planning stages
CPSAA4	3	Ensure that accessible car parking bays are laid out correctly.	
CPSAA5	3	When next planning refurbishment ensure the external ramp located by the Ferrier Building meets best practices.	
CPSAA8	3	Repair the surface of the Lovers car park area, as it is in a poor condition.	Planning application declined. Reconsidering options
CPSAA10	4	Ensure that any enlarged bays created meet the guidance set out in BS8300:2009.	
CPSAA12	4	Place signs near the entrance of the car park showing the general locations of the disabled car parking bays. This will help people with disabilities find the disabled car parking bays more easily.	
CPSAA17	4	Place corduroy hazard warning markings on the ground at the top and the bottom of all external steps, where applicable.	External Step - contrast nosings - Works tickets
CPSAA18	4	Ensure that there are handrails located on both sides of all external steps to aid people with mobility impairments progress along the steps on site.	Handrail request iun for Wheeler - ticket.
CPSAA21	3	Install a permanent induction loop at the reception desk so that people with hearing impairments are able to communicate easily with reception staff. Place signage at the desk so that people are aware that induction loop facilities are available, and they can set their hearing apparatus to the correct frequency.	Induction Loop being investigated - trial at CS ongoing
CPSAA22	3	Train all customer facing staff on how to use the permanent induction loop, so that they can communicate effectively with people who may have hearing impairments.	In progress.
CPSAA41	4	When next planning refurbishment, consider replacing some of the regular taps within the male and female washrooms with paddle taps to make it easier for people with reduced manual dexterity to use.	
CPSAA42	4	When next planning refurbishment of all accessible washrooms ensure that the walls, floors and washroom facilities are better contrasted so that they are easier to see.	
CPSAA44	2	State on your website the access limitations with regard to the buildings so that potential visitors may make their own judgement as to whether you will be able to accommodate their needs.	In draft format
CPSAA45	4	Ensure that a policy is in place that once the alarm has been activated that staff check the washroom facilities.	
CPSAA46	4	Carry out regular checks to ensure that the emergency alarm within all accessible washrooms are working correctly.	Works ticket to be submitted.
Last Reviewed:	PAD & DJJ February 2025		