

# Castleford Park Junior Academy



CASTLEFORD  
PARK JUNIOR ACADEMY

## Access Statement

This statement should be read in association with the attached map of the school

### **Employees and Visitors to the School**

The main visitor entrance to the school is off Medley Street, WF10 4BB and is accessible from 8:40am to 3:30pm Monday to Friday, term time only via a Pedestrian gate.

The main reception double doors have a video intercom at ground level to alert staff of your need to access the Premises. You will be asked to identify yourself and your reason for visiting prior to gaining entry to school for safeguarding and security purposes.

There are three steps to access the main reception front door but level access can be accommodated to the rear of the school.

Visitors are greeted at the Reception. Further access at this point is only allowed after following our Visitor signing in procedures which Main reception staff will advise at the time of the visit. It may be necessary to escort you throughout your visit to school, depending on the purpose of your visit and the verification processes required so please provide advance notice wherever possible so that adequate arrangements can be made.

There is another entrance to school from Leake Street but this is only used for parent and pupil access to Before & After School clubs when the main Medley Street gates are locked. This is accessible up a small flight of stairs & accessible via intercom identification for before & after school sessions only.

A large sliding gate off Leake Street, situated close to the overspill car park also provides a pedestrian walkway to the main reception between 8:30am and 3:30pm.

### **Vehicles and Transport**

A staff car park with limited space is provided at the Medley Street entrance and two disabled spaces are designated for visitors with mobility issues. An additional overspill carpark is available from Leake Street.

The Medley Street vehicle entrance requires access via intercom situated on the pillar at the right hand side as you look towards the school. Please identify yourself and your nature of business to staff when prompted. They will then advise the access procedures.

All visitors to site, either in vehicles or on foot are asked to be considerate to local residents. Children are involved in activities to promote walking to school, such as utilising a parking area at the Magnet public house on Pontefract Road at school start and finish times to provide on foot access to school via the Magnet Field to alleviate congestion. They are also encouraged to respect and support our local community such as taking part in community litter picks to improve their environment and the school work closely with the local council and community policing teams to address any issues within the surrounding area.

A school crossing patrol is provided at Leake Street at school start and finish times to assist pupils and visitors and the highway is marked to prevent cars parking and blocking visibility around this area.

### **Inclusiveness**

The school is DDA compliant and provides a safe environment. There are toilet facilities for the disabled and access to all parts of the school. Appropriate seating is provided for people with physical difficulties and wheelchair access is possible to all areas of the school.

The Medley Street vehicle entrance requires access via intercom situated on the pillar at the right hand side as you look towards the school. If you are arriving in a vehicle and have mobility issues or disabilities that make it difficult to use the intercom, please make staff aware prior to your visit so that they can ensure staff are available to open the vehicle access gates and assist with your visit to school.

There are three steps to access the main reception front door but level access can be accommodated to the rear of the school. If you require level access to site and have not provided details prior to visiting, please make staff aware when you identify yourself via the main reception or car park intercom and they will escort you to the level access at the rear of the school building.

Once in school, level access is available throughout the building but an Evacuation chair is situated adjacent to the Leake Street entrance should emergency evacuation be required for anyone with mobility issues who is not near to a level access exit route.

Toilet facilities for the disabled are available and parents/visitors do use them. Wheelchair access is via the rear of school through the Year 3 playground doors, the Hall doors or class 3SR. The portacabins also have disabled access to both classrooms.

The Electoral Services inspected the site to determine its suitability for use as a Polling station and this was approved.

All year groups have an option to access school via level access and the main playground and playing field also provide level access.

People visiting the school with hearing impairment or visual impairment would always be accompanied by a member of staff or guide. If any such requirements can be communicated to staff prior to your visit this will ensure your experience is more enjoyable and staff are prepared to accommodate your needs.

### **Emergency Services**

In the event of an emergency, Emergency services will use the Morrison Street entrance to school, which is not utilised by pupils or visitors as this provides access directly onto the school playground for rear access to school. Alternative routes are also available via Medley Street and Leake Street depending on the location and type of emergency.

# School Floor plan



Signed  \_\_\_\_\_

Date: Sept 2018

**Miss K. Law Headteacher**

Signed \_\_\_\_\_

Date: Sept 2018

**Mr J. Dossey Chair of Governors**

Signed \_\_\_\_\_

Date: Sept 2018

**Mrs S Beedle SBM**