



## Red Hill Primary School Accessibility plan 2024 - 2027 Improving Access to the Information

Intended Outcomes/Targets	Strategies	Responsibility	Timescale	Monitoring
To ensure communication to parents and carers is clear and easily accessible	<ul style="list-style-type: none"> <li>• Emails intended for specific year groups are only sent to that year groups parents</li> <li>• Where possible, enough time is given to parents and carers to process information in communication emails before they need to action them</li> <li>• Calendar sent out at the start of each term</li> <li>• Class Dojo used to support messages/reminders to be sent out to parents</li> </ul>	Office manager	Ongoing target	Leadership Team  Office manager
To ensure that the amount of new information being shared is manageable	<ul style="list-style-type: none"> <li>• Use of calendar to share key dates</li> <li>• Resources after meetings/INSET days shared/saved on school drives so staff can access them</li> </ul>	Leadership Team	Ongoing target	Leadership Team
To ensure that information given to parents with English as an additional language is clear	<ul style="list-style-type: none"> <li>• Class Dojo used so parents are able to translate features</li> <li>• Sufficient time given so parents have time to process and understand information</li> </ul>	EAL Leader	Ongoing target	Leadership Team
To ensure that parents have opportunities to come into the school	<ul style="list-style-type: none"> <li>• Parent coffee mornings</li> <li>• Curriculum meetings</li> <li>• EYFS weave the magic</li> <li>• Calendar ensures there is sufficient time for parents to plan to attend events</li> </ul>	Leadership Team	Ongoing target	Leadership Team

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