

Dear Parent / Carer / staff member,

The school has a duty under the Equality Act (2010) to make "reasonable adjustments" for disabled pupils, staff, parents and others. In order to make these adjustments, some information regarding any disability you may have be disclosed to relevant members of staff in the school. Detailed information about the nature of individuals' impairments or medical information will not be passed on unless it is relevant to making reasonable adjustments.

You can request that no information about a disability is passed on to others, or you can request that information is restricted to certain people. However, you should be aware that if you do this it could limit the types of adjustments the school can make for you.

You should also be aware that even if you have asked for information about your disability not to be passed on to any other members of staff, there could be certain instances where this may still have to be done for reasons of health and safety, emergency or public policy

We appreciate that you may have concerns about disclosing a disability but It is important that you tell us. If you do not tell us it will be difficult for us to make the adjustments that you might require to access the school. We offer many opportunities for you to discuss the nature and degree of your disability and your requirements.

Letting us know of any requirements

These are some of the ways you can let us know what support or equipment you might need:

- By telephone or by typetalk
- On this form
- In writing – by letter or email
- Through someone else such as an advocate, pare
- By talking to a member of staff

This questionnaire could be amended or could have other questions incorporated into it. It would be worth bearing in mind whether you will need to provide the questionnaires in other languages or alternative formats, to make sure that all parents and members of the school community are able to respond. *Remember keep it simply and short*

1. *How would you describe your impairment?*

2. *Are there any ways in which our school currently makes it difficult for you to participate in schools life (for example to come into the school or to read information)?*

3. *Are there any ways in which the school could help you to participate in school life (for example to come into the school or to read information)?*

4. *Are there any other ideas you have about ways in which the school could carry out any of the duties listed in the letter above?*

5. *Are there any other ways in which you think the school should involve disabled people in the creation of our Disability Equality Scheme?*

Name (Optional):

Please return this questionnaire to

