



Education & Children’s Services
Improving Lives Together
 Ambition | Compassion | Integrity



Duty 3: Universal

Improve communication All pupils with disability and their families have access to the same level of information as their peers in a format which suits their needs.

| <p>Duty 3: Universal Improve communication with pupils with disability along with communicating to them information that is provided in writing for pupils who are not disabled, in appropriate alternative formats and taking account of any preferences expressed by them and their parents. National Priority – Leadership and management/Learning Provision/ Successes and Achievements QI HGIOS 1.1, 1.2, 2.3, 2.4, 2.5, 2.6, 3.1, 3.2, 3.3</p> | In Place (Please Tick) | | | | Notes/Suggested Solution |
|---|---------------------------|--------|----|------------|--------------------------|
| | Yes | Partly | No | Don't Know | |
| Can the school's stock of shared netbooks, laptops or tablets be booked out by pupils with disabilities for specific learning tasks? | | | | | |
| Are you accessing the Scottish Voices on all laptops/PCs? | | | | | |
| Are headsets available for use with Text To Speech where required? | | | | | |
| Are staff using Office 365 tools and/or alternative text and voice recognition software on all laptops/PCs? | | | | | |
| Do all staff know how to access the 'Books for All' website taking account of the licensing agreement placed on this access? | | | | | |
| Is a secure system in place to support SQA digital exams? (Secondary Schools) | | | | | |
| Are staff and learners aware of specialist hardware and software (including accessibility features on iPads) and Control Panel options on computers, to enable access? | | | | | |
| If required can a 'Switch' Interface be attached to allow software to be operated? | | | | | |

(Blue text relates to school only)

SCHOOL :

COMPLETED BY :

DATE :

REVIEW DUE :