



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



**Duty 3: Additional**

**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.

All of the below are either already installed on school computers or can be accessed via the ICT Servicedesk –  
 Telephone: 01738 476677

[Online PKC Portal](#)

<p><b>Duty 3: Additional Improve communication</b> 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</p> <p>QI HGIOS 1.1, 1.2, 2.3, 2.4, 2.5, 2.6, 3.1, 3.2, 3.3</p>	<p><b>Available</b></p>
<p>Specialised items of hardware and software, such as alternative keyboard, mouse or switches can be easily installed and used          Accessed and installed</p>	<p>.</p>
<ul style="list-style-type: none"> <li>• Accessed and installed</li> </ul>	<p>.</p>
<p>Software needed by learners with disabilities, such as speech output or screen magnification, can be installed and used</p>	<p>.</p>
<p>Screen Readers such as NVDA, JAWS<sup>1</sup> or Seeing AI can be installed and used by a learner with visual impairment</p>	<p>.</p>
<p>Speech recognition software for dyslexic learners can be installed, however Office 365 Dictate will be available on all PKC laptops.</p>	<p>.</p>
<p>Software to support planning and organising e.g. <i>Inspiration</i>, can be installed and used</p>	<p>.</p>
<p>Software that uses additional resources, such as <i>Clicker 8</i> or <i>Boardmaker</i> symbols can be installed correctly but only where specifically purchased by the school or agreed by the AT Panel</p>	<p>.</p>
<p>Arrangements are in place for websites required by learners with a disability to be authorised</p>	<p>.</p>

<sup>1</sup> Or other screen reading software, eg HAL

**SCHOOL :**

**COMPLETED BY :**

**DATE :**

**REVIEW DUE :**