

SEVEN: Implementation, Monitoring and Review

Responsibility for implementation

- 66 The Conservatoire's Board of Governors is ultimately responsible for ensuring compliance with equality and diversity legislation.
- 67 The Administrative Director is the senior staff member responsible for overseeing the implementation of the Disability Equality Scheme. She reports to the Joint Principals and the Principals Management Group. In accordance with Conservatoire practice, the Equality and Diversity Working Group is chaired by a principal, who works with Conservatoire staff and leads on equality and diversity matters across the Conservatoire. He reports to the Principals Management Group on all progress.
- 68 Day-to-day operational responsibility is given to the Equality and Diversity Manager who will be responsible for implementing, monitoring and reviewing the Disability Equality Scheme and its action plan. The E&D Manager is a disabled person with considerable experience in managing change and promoting equality for disabled people in higher education. She reports to the Administrative Director and will liaise closely with the Chair of the E&DWG. She will also co-ordinate activity across the Conservatoire and advise affiliates on implementing the action plan.

Gathering information

- 69 Gathering and using information is a central part of the first stage of the Conservatoire's Disability Equality Scheme. There is work to be done in involving disabled people in order to gain qualitative information and collecting and analysing quantitative data. These activities are an essential part of the first year of our action plan. The information gained during this process will be used to:
- develop and inform work for the second two years of the current action plan;
 - identify gaps;
 - guide policy development;
 - promote equality for disabled people.
- 70 The E&D manager will take responsibility for co-ordinating this process.

Measuring success

- 71 With eight affiliate schools which are legally autonomous, we will have to take account of the particular circumstances of the Conservatoire's structure to review and measure the success of our Scheme. Developing consistency of approach in improving provision for disabled students was central to the success of the Conservatoire's disability project and the Disability Equality Scheme will build on this good practice.

72 The Conservatoire already has structures in place to monitor, critically review and make changes to its policies and provision for disabled students. We will build on this experience to deliver the objectives set out in our action plan.

Annual reporting

73 The E&D Manager will take responsibility for the writing and publishing an annual report on the progress of the Conservatoire's Scheme. This report will cover:

- the steps we have taken to fulfil our disability equality duty and to meet the targets described in our action plan;
- the results of information-gathering carried out during the year, and what we have learned;
- how we have used or plan to use this information to further develop our Scheme.

74 It is important that these annual reports are available to a wide audience. They will be circulated to all relevant committees, boards and working groups within the Conservatoire and its affiliates and will be available in printed form (in alternative formats on request) and on the CDD website.

Preparing subsequent Schemes

75 We are seeking to prepare an inclusive Equalities Scheme in the long term. The development of this scheme will take account of information we gather as part of our work on disability equality and will help us to develop priorities and identify important areas of work.

76 We intend that this scheme, and the measure we are putting in place to improve equality for disabled people, will enable us better to promote equality for all.

APPENDIX ONE

Terms of Reference of the Equality and Diversity Working Group

- 1 To steer and promote the development of best practice in equality and diversity across the Conservatoire and its affiliate schools.
- 2 To discuss, comment on and propose policies for implementation within the Conservatoire and its affiliates where such policies are required by law.
- 3 To develop plans for implementing equality and diversity policies across the Conservatoire and its affiliate schools.
- 4 To provide advice and guidance to the Principals Management Group on appropriate policies and strategies for implementation in relation to equality and diversity.
- 5 To act as links between affiliate schools and the Conservatoire in the development and implementation of equality and diversity policies.
- 6 To undertake work related to equality and diversity, for example assessing the impact of Conservatoire and inter-affiliate policies on people from different groups, and share practice across the Conservatoire.

Composition

Chair: Principal designated to have responsibility for Equality and Diversity

CDD Equality and Diversity Manager

CDD Administrative Director

One representative from each affiliate school with delegated responsibility for equality and diversity in that school.

The group may seek to involve other staff members on an ad hoc basis depending on the area under discussion to ensure that it is fulfilling its responsibilities to consult as widely as possible with as diverse a group of people across the Conservatoire as possible.

The group may draw on student representatives as necessary.

The group may draw on others from outside the Conservatoire as necessary.

APPENDIX TWO

Definition Of Disability According To The Disability Discrimination Act (Extract From The Disability Rights Commission Website 'Ask Drc' 12.10.06)

What counts as disability according to the law?

The Disability Discrimination Act (DDA) protects disabled people. The Act sets out the circumstances in which a person is "disabled". It says you are disabled if you have:

- a mental or physical impairment;
- this has an adverse effect on your ability to carry out normal day-to-day activities;
- the adverse effect is substantial -the adverse effect is long-term (meaning it has lasted for 12 months, or is likely to last for more than 12 months or for the rest of your life).

There are some special provisions, for example:

- if your disability has badly affected your ability to carry out normal day-to-day activities, but doesn't any more, it will still be counted as having that effect if it is likely to do so again;
- if you have a progressive condition such as HIV or multiple sclerosis or arthritis, and it will badly affect your ability to carry out normal day-to-day activities in the future, it will be treated as having a bad effect on you now;
- past disabilities are covered.

What are "normal day-to-day activities"?

At least one of these areas must be badly affected:

- mobility
- manual dexterity
- physical co-ordination
- continence
- ability to lift, carry or move everyday objects
- speech, hearing or eyesight
- memory or ability to concentrate, learn or understand
- understanding of the risk of physical danger.

It's really important to think about the effect of your disability without treatment. The Act says that any treatment or correction should not be taken into account, including medical treatment or the use of a prosthesis or other aid (for example, a hearing aid). The only

things which are taken into account are glasses or contact lenses. The important thing is to work out exactly how your disability affects you. Remember to concentrate on what you can't do, or find difficult, rather than what you can do. For example, if you have a hearing disability, being unable to hold a conversation with someone talking normally in a moderately noisy place would be a bad effect. Being unable to hold a conversation in a very noisy place such as a factory floor would not. If your disability affects your mobility, being unable to travel a short journey as a passenger in a vehicle would be a bad effect. So would only being able to walk slowly or with unsteady or jerky movements. But having difficulty walking without help for about 1.5 kilometres or a mile without having to stop would not.

What does not count as a disability?

Certain conditions are not considered impairments under the DDA:

- lifestyle choices such as tattoos and non-medical piercings
- tendency to steal, set fires, and physical or sexual abuse of others
- exhibitionism and voyeurism
- hay fever, if it doesn't aggravate the effects of an existing condition
- addiction to or a dependency on alcohol, nicotine or any other substance, other than the substance being medically prescribed.

APPENDIX THREE

Accessibility of buildings within the Conservatoire for Dance and Drama

This information has been prepared by schools for inclusion in the Conservatoire's *Support for Disabled Students Guide*.

1 **Conservatoire for Dance and Drama**

The Conservatoire has rented administrative offices in a building in central London. This accommodation is arranged on one level, but the building is not accessible for wheelchair users. The Conservatoire plans to relocate to an accessible building within the next two years.

2 **Bristol Old Vic Theatre School**

Numbers **2 and 3 Downside Road** provide teaching rooms for the acting courses, wardrobe and offices. These two adjoining buildings are the main school premises. Currently only the lower floors of these buildings are wheelchair accessible. There is a wheelchair accessible toilet in 3 Downside Road and off-street parking for disabled drivers.

The **Christchurch Studios site** houses the technical courses. This is a mile from the main site. There is wheelchair access to the ground floor which houses the main live studio recording area. There is an accessible toilet in this building.

Cooperage Lane workshops are situated in South Bristol, two miles from main site. There is access to this building but no adapted toilet.

The School is raising funds to provide full access to Downside Road.

3 **Central School of Ballet**

CSB's building is arranged over five floors in Clerkenwell in central London. The ground floor is accessible for wheelchair users and those with mobility difficulties. The ground floor houses one studio, the reception, administration office and toilets on the ground floor but without an accessible toilet. The Directors' office and library, also on the ground floor, are up two steps. There is no lift to the upper floors or the basement.

Central is committed to making the building accessible to all and there is a Development Appeal in place to improve access.

There are two **public car parks** (NCP) in the vicinity of Central: one on Snow Hill and another on Hatton Gardens. No parking is permitted on Herbal Hill.

4 **The Circus Space**

TSC has benefited from an extensive recent refurbishment and is housed on one site in Coronet Street in east London. All areas of the school are accessible except for one small static trapeze studio. There is on-street parking for blue badge users.

5 **London Academy of Music and Dramatic Arts**

LAMDA owns two sites in West London:

Number 155 Talgarth Road is the Academy's base. The site contains nearly all the rehearsal and teaching spaces for the Academy including its own black box theatre, the LAMDA Linbury Studio and the Academy's main performance space, the MacOwan Theatre. LAMDA is committed to a redevelopment plan that will ensure the building has 98% accessibility. By using platform lifts, it is now possible to gain access to the ground floor. At present, LAMDA has only completed the first stage which provides access for only 5% of the premises. There is limited wheelchair access to ground floor teaching rooms and there is a wheelchair accessible toilet on the ground floor. There is no access at present to the basement and first floor of Talgarth Road.

Unfortunately, the current LAMDA premises are not suitable for students who are wheelchair users. A site redevelopment is planned which will provide an accessible building for all users and the redevelopment is in the planning stage awaiting approval.

The **MacOwan Theatre** is fronted by Victorian artist studios and was developed to include the performance area. The theatre has direct ground floor access from street level to the foyer theatre stage area, auditorium, lower dressing room, lower production office, toilets and workshop. Owing to the design of the building, there is no wheelchair access to the first floor. Every effort is made to allow access to technical equipment in the MacOwan Theatre, however, restrictions may be enforced in order to meet the Health and Safety requirements of the individual, their peers, staff and members of the public. Decisions as to equipment access are made with the individual and with regard to current Health and Safety legislation. The MacOwan Theatre is approximately a 15 minute walk from the Talgarth Road site or one stop on the underground from Earls Court station.

The **Scenic Workshop** is currently in London Bridge, due to be relocated in Spring 2007.

In addition, LAMDA uses external teaching spaces:

St Philips Church is rented facility on Earls Court Road; a short distance from the MacOwan Theatre. The teaching space is primarily used for rehearsing final year productions to allow close contact with the MacOwan Theatre. There is no wheelchair access to this space.

Colet House is a rented facility next door to the Talgarth Road Site. LAMDA uses three spaces in this building. Currently, this facility is inaccessible to wheelchair users.

6 **London Contemporary Dance School**

LCDS is located at The Place in central London just five minutes from both King's Cross and Euston. There are excellent public transport links to The Place, with five tube lines and a host of bus routes and national and local rail links stopping nearby. There are public car parks nearby and parking meters across the street though none specifically allocated for blue badge holders.

The Place is entirely located on one site which has two entrances, both wheelchair accessible. The building was refurbished in 2001, has lifts at both entrances and is entirely wheelchair accessible except for the office of the School's Assistant Director which has several steps in its doorway. Meetings with the Assistant Director can always be arranged to be held in other rooms. There are disabled toilets on levels 1,3 and 7 on the Dukes Road side of the building and on levels 4 and 5 on the Flaxman Terrace side. There is an additional toilet on level 6 of Flaxman Terrace which is not yet operational but steps are being taken to rectify this. Additionally there are wheelchair accessible toilet and shower facilities in the staff changing rooms and additional shower facilities on level 5. Signage has been access approved throughout.

The Place is committed to updating and improving its accessibility and has recently undergone an audit to determine areas for improvement. Minor adjustments are being made to the facilities in light of this audit.

7 **Northern School of Contemporary Dance**

NSCD is located in Chapeltown in Leeds. At NSCD, most of the teaching takes place in the main building and there is also use of one studio in the basement of Holy Rosary Church which is located just across the road from the main building. Both of these buildings are accessible for wheelchair users and people with mobility difficulties. The only exception to this is the balcony in the theatre and the lighting studio. There are wheelchair accessible toilets in both the main building and the church. There is Braille signage throughout the college and hearing loops are installed in two studios and one seminar room. There is good off street parking for disabled staff, students and visitors.

8 **Rambert School of Ballet and Contemporary Dance**

Rambert School is mainly housed in Clifton House, a newly-refurbished building and there are studio spaces in the nearby Violet Needham Chapel. Clifton House is on two levels and the ground floor is accessible to wheelchair users. The ground floor houses the main office, dance and performance studios, the library and an accessible toilet and shower. The first floor houses the offices of the Principal and the Head of Studies, the seminar room, IT room and staff room.

9 **Royal Academy of Dramatic Art**

RADA is located in central London just off Tottenham Court Road on two sites: one in Gower Street and one across the road in Chenies Street. The Academy is within easy reach of several underground stations and tube lines, close to Euston mainline station, and is on major bus routes. There are public car parks close by and there are two parking spaces for blue badge holders in Malet Street with direct access to the Gower Street building.

Gower Street is this is a fully accessible building that was fully refurbished in 2000. There is level access to the Academy through the main Malet Street entrance, and there is lift access to all floors. The building houses three purpose built theatres, which includes one multi-configuration theatre seating 184, one studio theatre (the GBS theatre) located on the lower ground floor with a seating capacity of 100, and a smaller Studio theatre (John Gielgud Theatre) located on the first floor with a seating capacity of 72. Each theatre is fitted with a Senheisser infra-red audio assistance system. In addition there are accessible technical workshops, sound studios, wardrobe department and acting studios. The foyer area incorporates the box office and a bar which is open to the general public. There are accessible toilets at the rear of the foyer and on the lower ground and third floor.

The **Chenies Street** building is only a few minutes' walk from the Gower Street site, and incorporates acting studios, teaching rooms, library facilities and a canteen. These premises are undergoing refurbishment during the 2006/07 academic year, but there is ramp access into 18 Chenies Street and each floor is serviced by a lift. There is a disabled toilet on the third floor. With advance notice, it is possible for disabled students and staff who are blue badge holders to apply for a Camden Council 'green badge'. This allows you to park free and for an unlimited time in Chenies Street and the surrounding area.