

Inclusive Facilities Checklist

The following checklist aims to help you explore the accessibility of your site and facilities.

Any point that you are not able to check against is something that your organisation should be looking to work towards in the short, medium, or long term as per your organisation's resource and capacity.

Please note, this list is not exhaustive. New access needs will arise and knowledge around access increase. This means the checklist may change. If any changes are made, your organisation will be notified and provided with an updated checklist.



The checklists have been created in collaboration with Salford Community Leisure, Beyond Empower, local disabled people and their supporters, and with support from Greater Manchester Moving.

Contents and FAQs

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Guidance

This document was designed to help centre managers and leisure trusts assess how inclusive their spaces are. We understand that not all changes will be able to be implemented immediately and not all sections may apply to your space, therefore we have left it as an editable document for you to adapt as required.

This document is meant to support each centre understand and prioritise changes that can be made short medium and long term. Below are some suggestions about how you could use this document

1	<p>Initial walk through</p> <ul style="list-style-type: none"> • We would recommend for each new centre doing one walk through of this document at first to understand Immediate, short term, medium terms and long term checks
2	<p>Colour code/adapt this document according to prioritise</p> <ul style="list-style-type: none"> • Colour code or mark-up what checks could be undertaken daily, vs monthly vs yearly or in long term planning <ul style="list-style-type: none"> ○ For example; ○ Cafe tables being arranged to be accessible for wheelchair users could be a daily check by duty managers ○ Making sure parking details are available on the website may be a short-term issue as it would need to be updated by IT. Once completed this may only needed to be checked annually ○ A dropped curb in a car par requires building work and may require planning permission so would be long term goal and does not need to be checked regularly
3	<p>Questions to help prioritise and identify checks and who can support</p> <ul style="list-style-type: none"> • Can the change be made immediately <ul style="list-style-type: none"> ○ Yes – who is best placed to make the checks/changes? ○ No - why can't the change be implemented immediately; does it require permission, does it cost money to make the change etc... <ul style="list-style-type: none"> ▪ Who/where does this issue need to be raised? ▪ Where does the change need to be captured in order to be resolved? ▪ Once the issue has been resolved how often does it need to be checked and by who?
4	<p>How often does each item need to be checked?</p> <ul style="list-style-type: none"> ▪ Is this item something that is likely to change day to day e.g. furniture, movable signage, lighting? <ul style="list-style-type: none"> ○ If it is unlikely to move how often does it need to be checked?
5	<p>Adapt the document as needed</p> <ul style="list-style-type: none"> ▪ Frequency of checks, who is responsible for the checks, how could a change be escalated if not a quick fix ▪ Removal of any items/areas that do not apply e.g. swimming pool etc... ▪ Is there any overlap/duplication with other checks leisure centre staff are already undertaking.
6	<p>This is meant to be a living a breathing document so feel free to add and adapt as required</p> <ul style="list-style-type: none"> ▪ If there is anything you feel that is omitted from the document that should be included please let us know

Car Park

Information	
Are the details of your car park displayed on your website, including details of its accessibility?	<input type="checkbox"/>
Notes:	
Signage	
Is there clear signage outside your venue to direct visitors into the car park? (See checklist for accessible signage.)	<input type="checkbox"/>
Notes:	
Does the car park have clear signage to indicate a route from the car park to the venue?	<input type="checkbox"/>
Notes:	
Lighting	
Does the lighting in the car park sufficiently illuminate all areas into the car park and around it, and the route from the car park to venue, during both day and night?	<input type="checkbox"/>
Notes:	
Is the lighting not obstructed by things like tree branches?	<input type="checkbox"/>
Notes:	
Blue badge bays	
Is there clear signage to indicate where the blue badge bays are in the car park? (See checklist for accessible signage.)	<input type="checkbox"/>
Notes:	

Are there sufficient blue badge parking bays available for disabled residents? (One in five people is disabled. This should be reflected in the number of blue badge bays.)	<input type="checkbox"/>
Notes:	
Are blue badge bays monitored to ensure those parked there have a blue badge?	<input type="checkbox"/>
Notes:	
Are blue badge bays clearly either marked with the accessibility (wheelchair) symbol or coloured in blue?	<input type="checkbox"/>
Notes:	
Are the blue badge parking bays the closest parking bays to the venue?	<input type="checkbox"/>
Notes:	
Is the blue badge parking bay size sufficient (4.8m wide x 8m long)?	<input type="checkbox"/>
Notes:	
Are the access zones either side and behind the parking bay 1600mm wide to allow for exit from the side or rear of the vehicle?	<input type="checkbox"/>
Notes:	
Is the appropriate term used to indicate blue badge parking bays, i.e. 'blue badge' parking rather than 'accessible' or 'disabled,' or 'disability parking'?	<input type="checkbox"/>
Notes:	

Is there information for alternative blue badge bays if the ones at the venue are unavailable?	<input type="checkbox"/>
Notes:	
Ground	
Is the demarcation of the car park spaces well maintained, with markings contrasting significantly with the car park surface? (Black / dark grey car park surface with yellow or white demarcation is the ideal.)	<input type="checkbox"/>
Notes:	
Is the surface of the car park a well maintained, smooth, flat surface?	<input type="checkbox"/>
Notes:	
Does the car park use way finding lines to direct people to the safest route around the car park and to access the venue?	<input type="checkbox"/>
Notes:	
Are all access curbs dropped no less than 60mm from car park to venue?	<input type="checkbox"/>
Notes:	

Are there ramps to allow access to areas that are reached by steps? <input type="checkbox"/>
Notes:
Is there tactile paving at entry crossing points? <input type="checkbox"/>
Notes:
Obstacles
Is the car park free of additional infrastructure such as signs, posts, and trees? <input type="checkbox"/>
Notes:
If the car park does have additional infrastructure, is this well-lit or marked? <input type="checkbox"/>
Notes:
Drop-off points
Are there safe drop-off points that would accommodate access by car or bus? <input type="checkbox"/>
Notes:
Do height barriers use a minimum of 2.6m clearance to allow for high converted vehicles? <input type="checkbox"/>
Notes:
Electric charging
Are there accessible electrical vehicle charging facilities? <input type="checkbox"/>
Notes:
Entry control

Does the barrier or entry control have auditory and visual notifications, as well as phone and text options for assistance?

Notes:

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From the Car Park to the venue

Ground	
Are the curbs from the car park to the pavement to the venue dropped?	<input type="checkbox"/>
Notes:	
Is there yellow tactile paving to indicate an entry point from the car park to the pathway to the venue?	<input type="checkbox"/>
Notes:	
Is the tactile paving well maintained, i.e. not upturned, or cracked?	<input type="checkbox"/>
Notes:	
Is the path width sufficient to accommodate a person using a manual wheelchair while pushing a sport one (200cm)?	<input type="checkbox"/>
Notes:	
Is the pathway to the venue tarmacked in black for a smooth surface that enables best contrast?	<input type="checkbox"/>
Notes:	
If the pathway to the venue is not tarmacked, is the paving well maintained, weed free and not upturned or damaged?	<input type="checkbox"/>
Notes:	
If the pathway to the venue is not black, does it have significant contrast to the surrounding objects and infrastructure?	<input type="checkbox"/>
Notes:	

Are wayfinding lines used to indicate a safe, clear route along the path to the venue and to any key items of interest in between, e.g. defibrillator?	<input type="checkbox"/>
Notes:	
Lighting	
Is the complete pathway to the venue well lit?	<input type="checkbox"/>
Notes:	
Obstacles	
Is the complete pathway to the venue free of additional infrastructure (A-boards, bike racks, bins) that interfere with the natural route someone might take to the venue?	<input type="checkbox"/>
Notes:	
Is the complete pathway to the venue clear of protruding objects at head height (overhanging branches, defibrillators attached to the wall)?	<input type="checkbox"/>
Notes:	
Are items people may need, such as bins, in places that they could access while stood or seated?	<input type="checkbox"/>
Notes:	
Does any infrastructure contrast significantly with the ground and its surroundings during both day and night?	<input type="checkbox"/>
Notes:	
Does signage indicate a clear route from the car park to the venue?	<input type="checkbox"/>

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Entry into the Venue

Windows	
Is there demarcation on any windows at the entrance to ensure differentiation between the window and inside?	<input type="checkbox"/>
Notes:	
Lighting	
Is outside the venue leading to the entry point well lit?	<input type="checkbox"/>
Notes:	
Obstacles	
Is outside of the venue leading up to the entry point free of obstacles such as signs, A-boards, and bins?	<input type="checkbox"/>
Notes:	
Is all greenery surrounding the venue entry point well maintained to avoid intrusion into the venue entry point or the pathway leading up to it?	<input type="checkbox"/>
Notes:	
Ground	
Are the pathways to the venue entry point wide enough for two people to access side by side?	<input type="checkbox"/>
Notes:	
Is the surface going into the venue entry point flat?	<input type="checkbox"/>
Notes:	

Is the entry point clear of any raised surfaces, such as door mats, which can become trip hazards?	
Notes:	
If a mat is used, is it integrated to be flush with the floor?	
Notes:	
Are wayfinding lines used to map a route to the venue entry point?	<input type="checkbox"/>
Notes:	
Doors	
Are entry point doors wide enough to allow two people to enter side by side?	<input type="checkbox"/>
Notes:	
Does the entry point use automatic doors without the need for a button to be pushed?	<input type="checkbox"/>
Notes:	
Does the entry point use automatic doors wide enough for two people to enter side by side?	<input type="checkbox"/>
Notes:	
Does the entry point use automatic door accompanied by a noise to signal to those dependent on audio they have opened?	<input type="checkbox"/>
Notes:	

Signage

Is there signage to clearly indicate the venue entry point?

Notes:

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Reception

Signage	
Is there clear signage to identify the reception area?	<input type="checkbox"/>
Notes:	
Layout	
Is the reception area open plan, without turnstiles or pods, to allow for freedom of movement around the space?	<input type="checkbox"/>
Notes:	
Obstacles	
Is the reception area free of obstacles such as chairs, signs, and other objects?	<input type="checkbox"/>
Notes:	
If there are objects in the reception area, do these significantly contrast with the floor and walls?	<input type="checkbox"/>
Notes:	
Ground	
Are wayfinding lines used to offer direction to and around the reception area?	<input type="checkbox"/>
Notes:	
Is the surface of the reception area smooth and clutter-free?	<input type="checkbox"/>
Notes:	

Do any mats used contrast to the floor?	<input type="checkbox"/>
Notes:	
Are any mats used integrated and flush to the floor?	<input type="checkbox"/>
Notes:	
Lighting	
Is the reception area well lit?	<input type="checkbox"/>
Notes:	
Reception desk	
Is the reception desk open and free of reflective material that might emit glare and reduce visibility?	<input type="checkbox"/>
Notes:	
Is the reception desk completely dropped?	<input type="checkbox"/>
Notes:	
If the reception desk is not completely dropped, does it have a dropped area?	<input type="checkbox"/>
Notes:	
Are the amenities, such as soap dispensers and hand sanitiser holders, in your reception area offered at different heights?	<input type="checkbox"/>
Notes:	

Information	
Does the reception have accessible signage with key information about the venue, its facilities and offers?	<input type="checkbox"/>
Notes:	
Is the reception and building Troop system on and working?	<input type="checkbox"/>
Notes	
Is there easy-read information on facilities, services and offers available at reception?	<input type="checkbox"/>
Notes:	
Is there tactile or braille information or provision on facilities, services and offers available at reception?	<input type="checkbox"/>
Notes:	
Is there auditory information or provision on facilities, services and offers available at reception?	<input type="checkbox"/>
Notes:	
Is there visual information or provision on facilities, services and offers available at reception?	<input type="checkbox"/>
Notes:	
Is there British Sign Language interpreted or provision information on facilities, services and offers available at reception?	<input type="checkbox"/>
Notes:	

Are there clear health and safety and evacuation procedures in place to support disabled people in the event of an emergency?	<input type="checkbox"/>
Notes:	
Are health, safety and evacuation procedures in formats that allow them to be easily communicated according to a person's communication preference?	<input type="checkbox"/>
Notes:	
Is any information at an appropriate height to allow people to read or access it seated or standing?	<input type="checkbox"/>
Notes:	
Are customers' access needs captured to enable staff to prepare and support on entry to their venue?	<input type="checkbox"/>
Notes:	
Does your reception have scannable QR codes to provide information in accessible formats, e.g. audio, British Sign Language, different languages?	<input type="checkbox"/>
Notes:	
Colour scheme	
Do the skirting boards in the reception area contrast with the walls and floor to support differentiation?	<input type="checkbox"/>
Notes:	

Do the doors, architraves and walls contrast to support visibility of each element?	<input type="checkbox"/>
Notes:	
Training	
Have reception staff attended training to enable them to understand how to best support disabled customers?	<input type="checkbox"/>
Notes:	
Have reception staff attended training to enable them to understand and support a variety of communication needs?	<input type="checkbox"/>
Notes:	
Glass	
Are there markings on any glass to allow for differentiation between it and its background?	<input type="checkbox"/>
Notes:	
Noise	
Does the reception area have no or low levels of background noise to support hearing?	<input type="checkbox"/>
Notes:	
Seating	
Are there areas to sit in your reception area?	<input type="checkbox"/>
Notes:	

If there are areas to sit, does seating have arm rests to support people's stability and posture while seated?

Notes:

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Cafe

Signage	
Is there signage to clearly identify the café area?	<input type="checkbox"/>
Notes:	
Café area	
Does the café area have chairs with arm rests to offer additional support to people's stability and posture while seated?	<input type="checkbox"/>
Notes:	
Does the café have height adjustable tables?	<input type="checkbox"/>
Notes:	
Is the café desk dropped or does it have dropped areas?	<input type="checkbox"/>
Notes:	
Do tables allow access by wheelchair users?	<input type="checkbox"/>
Notes:	
Are there marked areas where café objects, such as chairs and tables, should be placed?	<input type="checkbox"/>
Notes:	
Are the café area and surrounding amenities well lit?	<input type="checkbox"/>
Notes:	

Does anything televised have captions / subtitles?	<input type="checkbox"/>
Notes:	
Does the vending machine use audio and Braille / tactile?	<input type="checkbox"/>
Notes:	
If the vending machine does not have accessibility features, is there signage or a way to indicate that help can be asked for if a person needs support?	<input type="checkbox"/>
Notes:	
Obstacles	
Do the chairs, tables and other objects contrast significantly to the floor?	<input type="checkbox"/>
Notes:	
Floor	
Are wayfinding lines used to provide a clear, obstacle free route to the café and key amenities in the space?	<input type="checkbox"/>
Notes:	
Information	
Are café menus available in alternative formats such as easy-read and Braille?	<input type="checkbox"/>
Notes:	

Are QR codes available to scan for information on the café in a range of accessible formats?

Notes:

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Lift

Does the colour of the lift doors contrast with its frame and surrounding area?	<input type="checkbox"/>
Notes:	
Do lift windows have demarcation to offer differentiation between the window and what can be seen through it?	<input type="checkbox"/>
Notes:	
Does the lift use audio to signal when it arrives and its doors open and close?	<input type="checkbox"/>
Notes:	
Do the lift buttons contrast with their background?	<input type="checkbox"/>
Notes:	
Are the lift buttons at levels to allow them to be reached by a person seated or standing?	<input type="checkbox"/>
Notes:	
Is the lift wide enough to accommodate a sports wheelchair (120cm)?	<input type="checkbox"/>
Notes:	
Does the lift have capacity to support the weight of a wheelchair user and another person?	<input type="checkbox"/>
Notes:	

Does the lift have audio inside or outside to direct people to the buttons?	<input type="checkbox"/>
Notes:	
Do the buttons contrast to the background of the lift?	<input type="checkbox"/>
Notes:	
Are the lift buttons tactile?	<input type="checkbox"/>
Notes:	
Are there wayfinding lines to the buttons?	<input type="checkbox"/>
Notes:	
Is there accessible instruction inside the lift about how it should be used?	<input type="checkbox"/>
Notes:	
Signage	
Is there signage to clearly identify the lift?	<input type="checkbox"/>
Notes:	
Floor	
Are wayfinding lines used to direct people to the lift?	<input type="checkbox"/>
Notes:	
Is the route to the lift free of obstacles such as signs?	<input type="checkbox"/>
Notes:	

Is the lift entry point clear of any obstructions?

Notes:

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Changing Rooms

Signage	
Is there signage to clearly identify the changing rooms?	<input type="checkbox"/>
Notes:	
Floor	
Are there wayfinding lines to direct people to and around the changing rooms?	<input type="checkbox"/>
Notes:	
Lighting	
Is the route to the changing rooms well lit?	<input type="checkbox"/>
Notes:	
Are the changing rooms well lit?	<input type="checkbox"/>
Notes:	
Colour scheme	
Do amenities such as sinks, toilets and shelving in the changing room contrast with the walls they are on?	<input type="checkbox"/>
Notes:	
Do amenities such as lockers and shelving contrast with their backgrounds and floor?	<input type="checkbox"/>
Notes	

Toilets	
Are there handrails capable of retracting and fixing either side of toilets to allow people to transfer and provide stability?	<input type="checkbox"/>
Notes:	
Are there holding bars on multiple urinals for people who need additional support?	<input type="checkbox"/>
Notes:	
Information	
Do the changing rooms offer QR codes to provide people with key information about how to navigate the changing room area?	<input type="checkbox"/>
Notes:	
Lockers	
Are the lockers in changing rooms at different heights to allow people to access while seated or standing?	<input type="checkbox"/>
Notes:	
Does the handle of the locker contrast with the locker itself?	<input type="checkbox"/>
Notes:	
Are lockers well lit inside?	<input type="checkbox"/>
Notes:	
Obstacles	
Are the changing rooms free of obstacles such as signs?	<input type="checkbox"/>
Notes:	

Amenities	
Are full-length mirrors available in the changing rooms for people of differing heights, those seated and standing?	<input type="checkbox"/>
Notes:	
Is there dropped shelving in changing rooms to accommodate people of differing heights, those seated and standing?	<input type="checkbox"/>
Notes:	
Are key amenities, such as hair dryers, at a height that can be accessed by people seated or standing?	<input type="checkbox"/>
Notes:	
Are benches at different heights to accommodate different levels of mobility?	<input type="checkbox"/>
Notes:	
Do benches have spaces or areas for wheelchair users?	<input type="checkbox"/>
Notes:	
Do the changing rooms have a track hoist?	<input type="checkbox"/>
Notes:	
Accessible changing	
Do the changing rooms have accessible changing facilities?	<input type="checkbox"/>
Notes:	

Does your accessible changing area have a hoist?	<input type="checkbox"/>
Notes:	
Does your accessible changing area have a fully extended pull cord?	<input type="checkbox"/>
Notes:	
Does your accessible changing area have amenities that the rest of your changing rooms have, such as a hair dryer?	<input type="checkbox"/>
Notes:	
Does your accessible changing area have hooks or shelves at levels for use by people standing and seated, to avoid items being on the floor?	<input type="checkbox"/>
Notes:	
Does your accessible changing area have a locker at a height that can be accessed by people of different heights, those seated or standing?	<input type="checkbox"/>
Notes:	
Do all amenities within the accessible changing area contrast with the walls?	<input type="checkbox"/>
Notes:	
Is there seating with in the accessible changing area?	<input type="checkbox"/>
Notes:	

Showers	
Do the showers have seating?	<input type="checkbox"/>
Notes:	
Does the shower seating have handrails either side of it which is able to retract and fix to allow people to transfer onto it and offer stability?	<input type="checkbox"/>
Notes:	
Do shower heads and water pipes contrast significantly with the wall they are attached to?	<input type="checkbox"/>
Notes:	
Do the showers have support bars?	<input type="checkbox"/>
Notes:	
Additional	
Do your changing rooms allow access by people of different sexes e.g. if a person has a carer of a different sex?	<input type="checkbox"/>
Notes:	
Are the changing rooms well and regularly maintained?	<input type="checkbox"/>
Notes:	

Stairs

Signage	
Is there signage to clearly identify the stairs?	<input type="checkbox"/>
Notes:	
Is there signage to indicate what stairs lead to and where they are?	<input type="checkbox"/>
Notes:	
Floor	
Are wayfinding lines used to direct to and up the stairs?	<input type="checkbox"/>
Notes:	
Are the top and bottom of stairs free of matting?	<input type="checkbox"/>
Notes:	
If there is matting, is it integrated and flush with the floor?	<input type="checkbox"/>
Notes:	
Colour scheme	
Do the stairs contrast with the walls on either side?	<input type="checkbox"/>
Notes:	
Are there contrasting panels on the edge of each step to support visibility and understanding of depth?	<input type="checkbox"/>
Notes:	

Does the hand rail significantly contrast with the wall it is fixed to? <input type="checkbox"/>
Notes:
Lighting
Are the stairs and surrounding areas well lit? <input type="checkbox"/>
Notes:
Amenities
Is there a hand rail on the stairs? <input type="checkbox"/>
Notes:

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Gym

Signage	
Is there signage to clearly identify the gym?	<input type="checkbox"/>
Notes:	
Floor	
Are wayfinding lines used to direct people to, in and around the gym?	<input type="checkbox"/>
Notes:	
Is a flat, smooth surface at a consistent level used throughout the gym?	<input type="checkbox"/>
Notes:	
Is the gym floor as open plan as possible?	<input type="checkbox"/>
Notes:	
Is there adequate space between machines for two people to walk side by side?	<input type="checkbox"/>
Notes:	
Is the space free of machines or equipment that protrudes into the natural way a person would move around the gym, e.g. a rowing machine or spin bike, protruding into a walkway?	<input type="checkbox"/>
Notes:	
Doors	
Do the handles on the gym door contrast with the door itself?	<input type="checkbox"/>
Notes:	

Is the gym door automatic?	<input type="checkbox"/>
Notes:	
Is the gym door automatic with audio to signal when it opens and closes?	<input type="checkbox"/>
Notes:	
Is the gym door wide enough (200cm)?	<input type="checkbox"/>
Notes:	
Is the gym door key pad free?	<input type="checkbox"/>
Notes:	
If the gym door does use a key pad, does it contrast significantly with the area it is fixed to?	<input type="checkbox"/>
Notes:	
If the gym door does use a key pad, are the keypad buttons tactile to indicate numbers?	<input type="checkbox"/>
Notes:	
If the gym door does use a key pad, are there clear signs or directional lines around the area it is fixed to indicate its location?	<input type="checkbox"/>
Notes:	

Amenities	
Do key amenities such as light switches, exit buttons and keypads contrast with the surface they are fixed to?	<input type="checkbox"/>
Notes:	
Are there straps available to fix a person's hand to equipment?	<input type="checkbox"/>
Notes:	
Are there T-loop facilities available in the gym?	<input type="checkbox"/>
Notes:	
Does the T-loop work in the gym?	<input type="checkbox"/>
Notes:	
Are amenities such as dimmer switches and paper towel holders at appropriate heights to allow them to be used seated or standing?	<input type="checkbox"/>
Notes:	
Does the gym have both an audio and a visual alarm system for emergencies?	<input type="checkbox"/>
Notes:	
Do TV provisions in the gym, such as those used on equipment, have content in an accessible format?	<input type="checkbox"/>
Notes:	

Is seating available in the gym?	<input type="checkbox"/>
Notes:	
If the gym has a helped desk, is it dropped or partly dropped, to allow access seated or standing?	
Notes:	
Exercise equipment	
Is there equivalent equipment available facing away from mirrors?	<input type="checkbox"/>
Notes:	
Does the exercise equipment contrast with the floor it is on?	<input type="checkbox"/>
Notes:	
Does the exercise equipment contrast with the walls or background it is against?	<input type="checkbox"/>
Notes:	
Does all equipment have scannable QR codes to demonstrate how to use it in an accessible way, considering easy-read, British Sign Language and audio?	<input type="checkbox"/>
Notes:	
Do the seats on machines swivel out to allow access for wheelchair users?	<input type="checkbox"/>
Notes:	
Does the gym have a good amount of equipment that could be used by a wheelchair user, e.g. hand cycles, wheelchair treadmill, cables?	<input type="checkbox"/>

Notes:	
Is there back support on all resistance machinery?	<input type="checkbox"/>
Notes:	
Do weight plates and dumb-bells contrast with the floor?	<input type="checkbox"/>
Notes:	
Do weight plates and dumb-bells have numbers which contrast with their main colour?	<input type="checkbox"/>
Notes:	
Are there steps readily available for people to use to access machinery?	<input type="checkbox"/>
Notes:	
Are benches fixed with adequate space for a sports wheelchair in between them (120cm)?	<input type="checkbox"/>
Notes:	
Are there markings to suggest where benches should be placed?	<input type="checkbox"/>
Notes:	
Is there signage to show where equipment should be placed?	<input type="checkbox"/>
Notes:	
Is there signage to encourage members to put equipment back?	<input type="checkbox"/>
Notes:	

Lighting

Is all the gym bright and well lit?

Notes:

Is a dimmer switch available to adjust lighting for those who may have night blindness or light sensitivity?

Notes:

Is background noise limited in the gym or are there specific times when noise is limited?

Notes:

Is the gym floor monitored and maintained to ensure it is as clear and tidy as possible?

Notes:

Poolside changing

Signage	
Is there signage to clearly identify the poolside changing?	<input type="checkbox"/>
Notes:	
Floor	
Are wayfinding lines used to direct people to and around the poolside changing?	<input type="checkbox"/>
Notes:	
Is there sufficient space in the poolside changing for a wheelchair user and two support staff?	<input type="checkbox"/>
Notes:	
Colour scheme	
Does the poolside changing door contrast with the wall and its frame?	<input type="checkbox"/>
Notes:	
Do all the key amenities in the poolside changing space contrast with the walls and floor?	<input type="checkbox"/>
Notes:	
Amenities	
Are there shelves, hooks, and lockers at appropriate heights in the poolside changing room?	<input type="checkbox"/>
Notes:	

Is there audio in the poolside changing to direct people to key amenities?	<input type="checkbox"/>
Notes:	
Is there a track hoist from the pool side changing to the pool?	<input type="checkbox"/>
Notes:	
Is there seating in the pool side changing?	<input type="checkbox"/>
Notes:	
Are there rails are the sides of seating and changing facilities?	<input type="checkbox"/>
Notes:	
Lighting	
Is the pool side changing well lit?	<input type="checkbox"/>
Notes:	
Is lighting adjustable via dimmer switch to accommodate people's preference for lighting?	<input type="checkbox"/>
Notes:	
General	
Are there additional facilities in the poolside changing, or alternative changing facilities, if multiple people require pool side changing?	<input type="checkbox"/>
Notes:	

Swimming Pool

Signage	
Is there signage to clearly identify the pool and its spaces, e.g. small pool, large pool, sauna?	<input type="checkbox"/>
Notes:	
Are all the key amenities around the pool such as areas to collect arm bands, floats, or safety devices, clearly identified with signage?	<input type="checkbox"/>
Notes:	
Floor	
Are wayfinding lines used to direct people to and around the pool?	<input type="checkbox"/>
Notes:	
Can the floor or pool be lowered or elevated to allow level access for someone to walk into it?	<input type="checkbox"/>
Notes:	
Are there steps for people to access the pool?	<input type="checkbox"/>
Notes:	
Is there a ramp for people to access the pool?	<input type="checkbox"/>
Notes:	
Do all objects on the pool area floor clearly contrast with the floor?	<input type="checkbox"/>
Notes:	

Amenities	
Is there a pool pod for people to access the pool?	<input type="checkbox"/>
Notes:	
Is there a hoist for people to access the pool?	<input type="checkbox"/>
Notes:	
Does the hoist have sufficient safety straps and belts?	<input type="checkbox"/>
Notes:	
Are there multiple anchor points for the hoist?	<input type="checkbox"/>
Notes:	
Does the hoist have a seat belt?	<input type="checkbox"/>
Notes:	
Does the pool use an audio and a visual alarm system?	<input type="checkbox"/>
Notes:	
Are there seats at poolside?	<input type="checkbox"/>
Notes:	
Do the seats have arm rests?	<input type="checkbox"/>
Notes:	

Viewing platform

Is the viewing area accessible to wheelchair users?

Notes:

Does the viewing area have dropped spaces for wheelchair users to view the pool?

Notes:

Lighting

Is the pool area well lit?

Notes:

Is there a dimmer switch available to adjust lighting according to people's tolerance to lighting?

Notes:

Activity Spaces

(sports halls, courts and studios)

Signage	
Is there signage to clearly identify the activity space?	<input type="checkbox"/>
Notes:	
Is there signage to clearly identify key equipment, amenities, and areas in the activity space?	<input type="checkbox"/>
Notes:	
Floor	
Are wayfinding lines used to direct people to and around the activity space?	<input type="checkbox"/>
Notes:	
Are there clear, contrasting demarcations (where applicable) in the activity space?	<input type="checkbox"/>
Notes:	
Is the activity space floor surface smooth and flat?	<input type="checkbox"/>
Notes:	
Is the activity space free of trip hazards?	<input type="checkbox"/>
Notes:	
Does any glass used in the activity space have demarcation to enable it to contrast with its background?	<input type="checkbox"/>
Notes:	

Doors	
Are the activity space doors automatic?	<input type="checkbox"/>
Notes:	
Are the activity space doors wide enough (200cm)?	<input type="checkbox"/>
Notes:	
Do the activity space doorframes contrast with the walls and door?	<input type="checkbox"/>
Notes:	
Do door handles contrast with the door itself?	<input type="checkbox"/>
Notes:	
Equipment	
Does the activity space equipment contrast with the floor and walls?	<input type="checkbox"/>
Notes:	
Amenities	
Does the activity space have a seating area?	<input type="checkbox"/>
Notes:	
Do the seats have armrests and support?	<input type="checkbox"/>
Notes:	

Does the activity space have a viewing area?	<input type="checkbox"/>
Notes:	
Does the activity space have a dropped viewing area?	<input type="checkbox"/>
Notes:	
Lighting	
Is the activity space well lit?	<input type="checkbox"/>
Notes:	
Does the activity space have a dimmer switch to accommodate light sensitivity and night blindness?	<input type="checkbox"/>
Notes:	
Activities	
Are there inclusive activities offered in the activity space?	<input type="checkbox"/>
Notes:	

Additional considerations

Do facilities have a quiet space for people who may feel overwhelmed or want some quiet time?	<input type="checkbox"/>
Notes:	
Do facilities offer quiet times when music is lowered, lighting slightly reduced, and additional staff on hand?	<input type="checkbox"/>
Notes:	
Do facilities have a sensory room?	<input type="checkbox"/>
Notes:	
Do facilities have a mechanism to understand a person's access needs before they visit and while they are at your facility?	<input type="checkbox"/>
Notes:	
Do facilities offer walkthrough tours that enable people to view the facility before visiting?	<input type="checkbox"/>
Notes:	
Do facilities have audio and visual alarm systems in place?	<input type="checkbox"/>
Notes:	
Are all fire doors ramped?	<input type="checkbox"/>
Notes:	

Do facilities and amenities, such as defibrillators, have a British Sign Language relay contact mechanism?

Notes:

Does your venue allow doors to open without the need for key pads?

Notes:

Does your accessible toilet have a notice to signpost people to the correct area to go to / to access the accessible toilet if requires a RADAR key but the person doesn't have one?

Notes:

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Staff training

Have staff completed autism awareness training?	<input type="checkbox"/>
Notes:	
Have staff completed communications training?	<input type="checkbox"/>
Notes:	
Have staff completed deaf awareness training?	<input type="checkbox"/>
Notes:	
Have staff completed any level of British Sign Language training?	<input type="checkbox"/>
Notes:	
Have staff completed learning disability awareness Training?	<input type="checkbox"/>
Notes:	
Have staff completed visual impairment awareness training?	<input type="checkbox"/>
Notes:	
Have staff completed Level 3 Programming and Supervising Exercise for Disabled People training?	<input type="checkbox"/>
Notes:	
Have staff completed inclusive customer service training?	<input type="checkbox"/>
Notes:	

Have staff completed inclusive activity programme training?

Notes:

Have staff completed sport for people with complex disabilities training?

Notes:

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Signage



Is your signage at appropriate heights to allow it to be read by a person standing or seated?	<input type="checkbox"/>
Notes:	
Is the sign free of obstructions to allow a person to walk or wheel as close to it as possible?	<input type="checkbox"/>
Notes:	
Is the text on the sign as large as possible for the size of the sign?	<input type="checkbox"/>
Notes:	
Does the text of the sign significantly contrast with colour of the sign itself?	<input type="checkbox"/>
Notes:	
If images are used on a sign, is a coloured box behind text used to ensure the images do not interfere with the visibility or text?	<input type="checkbox"/>
Notes:	
Does the signage use non-reflective material?	<input type="checkbox"/>
Notes:	
Does the signage have supporting pictorials relating to key amenities and facilities in the venue, e.g. a toilet pictorial to direct to the toilets?	<input type="checkbox"/>
Notes:	

Does the signage have tactile elements to it such as Braille or raised lettering?

Notes:

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