

Access Audit for:

Completed By:

Completed on:



Area	Comments	Actions
<p><b>Finding your church</b></p> <p>Is information on 'a church near you' up-to-date?</p> <p>Does your website include:</p> <ul style="list-style-type: none"> <li>● access details</li> <li>● public transport information</li> <li>● parking information</li> <li>● Location map</li> </ul> <p>Has your website been checked for use of a screen reader?</p>		
<p><b>Getting to your church</b></p> <p>Is there a system for offering lifts to people?</p> <p>How would new members know about this?</p>		

<p>Are there services at times other than Sunday morning?</p>			
<p><b>Signs and notice boards</b></p> <p>How clear are notices to read? Are signs in bold face with good contrast between text and background.</p> <p>Are signs fixed to the door they refer to?</p> <p>Are signs for doors and exits particularly clear?</p> <p>Is there a contrast between the sign and the surface it is on which allows people to recognise it as a sign</p> <p>Is there signage that indicates facilities for disabled people?</p> <p>Is signage inside and outside appropriate for disabled people? Braille, symbols, etc.</p>			
<p><b>Car Parking</b></p> <p>Where do people park?</p> <p>Is this obvious?</p>			

<p>Is there disabled parking available?</p>			
<p><b>Approaching your church building</b></p> <p>What is the distance from car parking to the church gate?</p> <p>Is your church gate easy to open?</p> <p>How suitable is the path surface?  - gradient, surface, condition  -</p> <p>Do slopes have a suitable rail?</p> <p>Are there any external changes of level?</p> <p>Are there any trip hazards?</p> <p>Is there adequate lighting?</p> <p>Is the path wide enough for wheelchairs – 1.2m</p>			
<p><b>Entrances</b></p> <p>Is the main entrance clear?</p> <p>Do you have a separate level access entrance?</p>			

<p>Is it clearly signed?</p> <p>Do you have a ramp? Is it permanent or temporary? Have you checked it's gradient? If temporary how do people access it?</p> <p>Do ramps and steps have suitable hand rails? Are they well lit?</p> <p>Are changes in level and entrances/exits marked with colour-or texture-contrasting materials?</p> <p>Are doors easy to open? Are they wide enough for wheelchairs? (1000mm is standard, most wheelchairs will pass through 760mm)</p> <p>Do glass doors have manifestation?</p> <p>Do doors have sufficient contrast around them?</p> <p>Where are people welcomed? What height is it?</p>		
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<p>Are your welcome team trained in disability awareness and support and dementia awareness?</p>			
<p><b>Lighting and Vision</b></p> <p>Are lighting levels constant throughout the building?</p> <p>Is there adequate artificial/natural lighting?</p> <p>Are people leading worship etc well lit from in front?</p> <p>Can people easily sit near to speakers if they need to?</p> <p>Are there any obstacles to free movement of the visually impaired through the building?</p>			
<p><b>Hearing loops</b></p> <p>Is there a hearing induction loop?</p> <p>Is it always used?</p> <p>How do people know about it?</p>			

<p>Does it include the chancel?</p> <p>Is it regularly tested?</p>			
<p><b>Moving around inside the church</b></p> <p>Can all areas be reached by a wheelchair?</p> <p>Are there any elements which may cause difficulty for access/movement e.g. uneven floors, stepped pew bases?</p> <p>Are any steps or ramps well lit and have rails?</p> <p>If people cannot access communion are they asked if they'd like it brought to them?</p> <p>Can everyone access the emergency exits? If not what measures have been taken to ensure safety of disabled people?</p> <p>Is there public access to lower/upper floors?</p> <p>Is there a quiet space people can withdraw to if they become anxious during a service?</p>			

<p><b>Seating</b></p> <p>Do wheelchair users have a choice of places to sit?</p> <p>Are there any comfortable chairs for people who need them?</p> <p>If there are no pews are there some chairs with arms?</p> <p>Are cushions available?</p>			
<p><b>Text and Worship Resources</b></p> <p>Do you service orders etc comply with the diocesan accessible text guidelines?</p> <p>Do you normally offer large print service orders and hymns?</p> <p>Do you offer other accessible formats on request? Would people know who to ask for this?</p> <p>If a projector &amp; screen is used:</p> <ul style="list-style-type: none"> <li>• does it meet diocesan guidelines for powerpoint displays?</li> <li>• are written copies of everything projected available?</li> </ul>			

<ul style="list-style-type: none"> <li>If graphics or films are used are these described for those with visual impairments and subtitled for those with hearing difficulties?</li> </ul> <p>Are hymns always announced by their first line as well as number?</p>			
<p><b>Toilets</b></p> <p>Do you have a toilet?</p> <p>If not what arrangements are available for people?</p> <p>Is it fully accessible?</p> <p>Does it have an alarm system?</p> <p>Is the toilet seat a contrasting colour to the surrounding walls?</p>			
<p><b>Medical Needs</b></p> <p>Do you have any facilities for those with medical needs?</p>			



<p>Have you considered how you would support someone who was taken ill in church?</p>		
<p><b>Diet</b></p> <p>Do you regularly have gluten free wafers available?</p> <p>Do you offer gluten/dairy free etc refreshments?</p>		
<p><b>Additional needs</b></p> <p>Have you considered how you can welcome and include the following people from the following groups into your church life?</p> <ul style="list-style-type: none"> <li>• People with learning difficulties</li> <li>• people with autistic spectrum disorders</li> <li>• people with dementia</li> </ul> <p>Have you considered how you can support someone whose behaviour others may find challenging?</p> <p>How are children with additional needs included in your children's work?</p>		

How are their parents or carers supported?			
<b>Policy and Personnel</b>  Ensure the PCC has a member with responsibility for overseeing accessibility  Create a church Accessibility Policy			