



## 2 Category and Classification

Event

### Classification

- Classes, Lessons and Workshops  
 Markets  
 Exhibitions and Shows

- Festivals and Celebrations  
 Performances  
 Sporting Events

### Accessibility Assessment Questionnaire

#### Access

1. Is there accessible parking for people with disabilities close by? Yes  No
2. Is there access to public transport close by? Yes  No
3. Is there accessible parking for scooters? Yes  No
4. Is there clear external building line at front of the premises? Yes  No
5. Are there clear paths of travel from outdoor to indoor areas? Yes  No
6. Is there protection from wind, rain and noise in outdoor areas? Yes  No
7. Is there step free access? Yes  No
- 7a. Are there less than 4 steps? Yes  No
- 7b. Are there grab rails alongside the steps? Yes  No
8. Are there wide self opening or easy to open doors (min 850mm)? Yes  No
9. Is there clear external and internal directional signage? Yes  No

#### Ease of access around the premises

1. Is there consistent and even lighting throughout? Yes  No
2. Are there clear and accessible paths of travel from each accessible entrance to all areas and facilities used by the public? Yes  No
3. Are passage ways wide enough for people using mobility aids such as wheelchairs (min 1000mm)? Yes  No
4. Are floor coverings slip resistant, firm and smooth? Yes  No
5. Is there ramp or lift access to all levels? Yes  No
6. Are there any internal steps? Yes  No
- 6a. Do they have handrails fitted? Yes  No
7. Is there clear space between furniture for a person using a mobility aid to manoeuvre? (Wheelchair, walking frame, or people with prams etc) Yes  No
8. Are there accessible self service counters / display areas? Yes  No
9. Are brochures, printed information and displays at an accessible height? Yes  No
10. Are there wheelchair accessible checkouts? Yes  No
11. Accessible payment options (mobile EFT-Pos facility)? Yes  No

12. Do you provide shopping trolleys suitable for a person using a wheelchair? Yes  No
13. Do you provide shopping baskets? Yes  No
14. Do you provide alternatives to turnstiles? Yes  No
15. Do you provide a telephone order service? Yes  No
16. Do you provide an internet shopping service? Yes  No
17. Do you provide parcel delivery service? Yes  No
18. Are wheelchairs available for loan? Yes  No

### Toilet Facilities

1. Is there a unisex accessible toilet close to other toilets with a clear wheelchair symbol? Yes  No
2. Is the accessible toilet room size at least 2500mm x 1900mm? Yes  No
3. Is the toilet area fitted with grab rails? Yes  No
4. Is the clearance between the washbasin and any other fixed items at least 1100mm? Yes  No
5. Are all fixtures in the toilet area set at heights between 900mm - 1100mm? Yes  No

### Accessible Service Areas

1. Is there a low height service counter with a seat? Yes  No
2. Is there an accessible queuing system? Yes  No
3. Is there an accessible buzzer on service counters? Yes  No
4. Is there seating with back and armrests available? Yes  No

### Lifts

1. Is there a lift for public use within the premises? Yes  No
2. Are there hand rails in the lift? Yes  No
3. Is there enough space for people using a mobility aid to enter and turn around (min 1400mm deep and 1100mm wide)? Yes  No
4. Are the buttons low enough for everyone to reach them (900 – 1100mm)? Yes  No
5. Are the buttons raised tactile and Braille information next to them? Yes  No
6. Is there audible information telling people which floor they are on? Yes  No
7. Are there clear visual clues telling people which floor they are on? Yes  No

### Staff

1. Have any members of your staff been trained in access awareness? Yes  No
2. Do you have staff available to assist in self service areas? Yes  No

### Vision

1. Do you provide any facilities for people with vision impairment? Yes  No
2. Is there a large print, raised tactile, Braille signage? Yes  No
3. Are tactile ground surface indicators in place where applicable to warn of the approach to a stairway or ramp other than a step ramp or kerb ramp? Yes  No
4. Are there any stairs on an accessible path of travel? Yes  No
- 4a. Do all stairs have opaque risers? Yes  No
- 4b. Is there a nosing strip not less than 50mm and not greater than 75mm provided on the tread of each stair? Yes  No
- 4c. If there are nosings on each stair, do they contrast with the background? Yes  No
- 4d. Are handrails fitted? Yes  No

### Hearing

1. Do you provide any facilities for people with Hearing impairment? Yes  No

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|---|--|
| 2. Do any of your staff have basic sign language skills?  | Yes <input type="radio"/> No <input type="radio"/> |
| 3. Are staff members aware they should speak clearly and look at the customers when talking (for easy lip reading)? | Yes <input type="radio"/> No <input type="radio"/> |
| 4. Do you provide pen and paper for exchanging information?   | Yes <input type="radio"/> No <input type="radio"/> |
| 5. If screens form part of the counter, are they non-reflective?  | Yes <input type="radio"/> No <input type="radio"/> |
| 6. Is there a hearing loop available which is clearly sign posted and always turned on?                             | Yes <input type="radio"/> No <input type="radio"/> |