



Canada

10-Point Facility Accessibility Check List



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ALLIANCE**

FOR CANADIANS
WITH A DISABILITY

**ALLIANCE
DE VIE
ACTIVE**

POUR LES CANADIENS/
CANADIENNES AYANT
UN HANDICAP

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Overview

10-Point Accessibility Check List

Overview of how welcoming your facility/site is to a variety of people

Takes you from the parking lot to an activity area

Recommendations will give reader ideas on how to improve access to their recreation facility/site by addressing physical, financial, attitudinal and environmental barriers

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Areas of Checklist

1. Parking
2. Route to entrance
3. Staff training (attitude)
4. Communication/signage
5. Interior circulation





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Areas of Checklist Con't

6.Counters/reception area

7.Washrooms

8.Locker rooms/showers

9.Telephones, drinking fountains,
vending / banking machines

10.Fire safety/emergency egress (exit)



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1. Parking

Question:

Are there accessible parking spaces at your recreation facility/site?

How many?

How wide are they?

Recommendation: Check with your local by-laws



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2. Route to Entrance & Entrance

Question: Is the route from the parking lot and public transportation to the recreation facility/site entrance level, even, clear and easy to travel? Is the door opening wide enough? Are all manual door handles within reach, able to be used while standing or sitting, and easy to operate?

Recommendation: Door opening (clear width) should be at least 850 mm (2ft 10 in) wide with level entrance. Manual door hardware should be placed no higher than 900 mm (3 ft) from the floor and are able to be operated with a closed fist.

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3. Staff Training

- **Question:**
- Are your staff aware of how to be inclusive of people with disabilities? Do they understand the use of appropriate language?
- **Recommendations:** Offer disability awareness training delivered by people with disabilities.
- Ensure they approach people with disabilities with a “how can we make this work” approach.



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4. Communication/Signage

Question: Are your recreation facility/site's brochures, program guides etc. prepared in multiple formats such as Braille, large print, audio cassette and electronic formats? Are they available on your website?

Recommendations:

All written materials should be available in multiple formats. Staff should be made aware of resources that support communication with all people.



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5. Interior Circulation

Question:

Are the corridors wide enough for two wheelchairs to pass?

Recommendations:

Corridors and circulation paths should have a clear width of at least 1500 mm (5 ft) and should be kept clear for passage



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6. Reception Desk/Counters

Question:

Are reception desks/counters at a comfortable height, whether you are seated or standing? Are staff trained to be supportive of people with disabilities?

Recommendations:

An desk/counter should be no more than 850 mm (2ft 10 in) high. To be inclusive a scent free environment should be employed.



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7. Washrooms

Question:

Is there an accessible washroom in the building? In the locker room? Near the gym or other indoor/outdoor activity areas?

Recommendations: There should be only one door at the entrance to the washroom. Mechanisms (lights, toilet, towel dispensing) can be used with a closed fist.



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8. Locker Rooms and Showers

Question: Does the accessible shower (roll-in, with no lip) have a seat within the shower area?

Recommendations:

It is preferred that roll-in showers have a hinged seat without spring-action, located on the side wall for easy transfer. Taps should be within reach of a person in a seated position.



9. Telephones, Drinking Fountains, Vending/Banking Machines

Question: Are all control buttons within reach while a person is seated and easy to operate?

Recommendations:

Control buttons should be placed no higher than 1200 mm (4 ft) above the floor and should be able to be operated with a closed fist.



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10. Fire Safety/Egress (Exits)

Question: Are fire extinguishers and alarm pulls reachable by persons standing or using a wheelchair?

Recommendations:

Fire extinguishers and alarm pulls should be a maximum of 1200 mm (4ft) high but not lower than 900 mm (3ft) with a clear floor space 900 mm x 1500mm (3ft x 5ft) immediately in front. Alarms should be both audio and visual.



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Try the Checklist

- Easy to do
- Place a check mark in the yes or no column beside the question.
- Each yes answer scores 1 point and each no answer scores a zero.
- For those areas not applicable to your facility/site, insert N/A
- Add up your score in each category
- If your score is less than the total number of questions listed, you might want to consult with an accessibility consultant.

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Funding

- Some communities offer incentive programs to assist recreation facilities/sites to improve their accessibility.
- If your facility/site is located in a heritage building, there are often incentives.
- Local charities are often looking for specific projects.
- Check with your accountant regarding tax deductible expenses.

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Summary

Taking the 10 Point Accessibility Checklist into consideration will allow for your facility /site to be more accessible to all people.

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Background

This Healthy Lifestyle and Person with Disabilities Initiative is a partnership between the Canadian Association of Independent Living Centres (CAILC) and the Active Living Alliance for Canadians with Disabilities (ALACD).

This partnership and its outcomes were made possible through funding from the Public Health Agency of Canada.

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Thank-You

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