



Accessibility Recommendations and Guidelines 2018

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Section A - External Environment

A1 –The disability car park spaces should be clearly marked and signposted.

A2 - How many Disability Car Park Spaces are available? It's recommended that there should be one disability car park space for every standard 25 and a minimum

of three spaces for the next 25-50. A minimum of 5 spaces should be allocated for every 50 – 100 spaces

A3 – The car park spaces should be a minimum width of one and half times the normal car space and painted appropriately with a blue colour and white stencil.

A4 – It is recommended that there should be appropriate tactile & dropped curbs on approach to the leisure centre

A5 – The route to the leisure centre or facility should be clearly marked and be free of any obstacles or obstructions.



Section B - Circulation of the Building / Facility

B1 – The front entrance to the leisure centre should be clearly signposted and accessible. If the accessible entrance is different to the main entrance this entrance should be signposted.

B2 – It is recommended that the facility should be fitted with or use a portable induction loop for individuals with a hearing impairment. The appropriate signage should be in place to indicate that the system is available.

B3 – All signage throughout the facility should be consistent, readable and visible to all.

B4 – The public-address system should be clear and audible and be heard in all parts of the building/facility.

B5 - The public address system should be clear and audible and should be supplemented by visual information to accommodate people with hearing impairments. Scrolling information bars / TV Screens / info kiosks should be provided to assist in the delivery of public notices and information B6 – All facilities that are more than one story in height should provide Lifts/platform lifts/ wheelchair stair lifts to enable vertical movement through the facility. B7 -The colour scheme in the facility should help differentiate between critical elements, for example the wall from the floor, doors from adjacent walls. The colour schemes of the walls, floors and fittings should provide sufficient contrast to make them distinguishable by visually impaired people.

B8 - The handrails should be comfortable and easy to grip. They should be placed on both sides of the ramps and should be easily distinguished from their backgrounds.



Where a stair well or ramp ends, it must have a closed end which turns back into a supporting wall or turns down.

B9 – All lifts should have audible and Braille/raised instructions? B10 - All fittings and fixtures e.g. light switches, door handles etc. should be accessible, at an appropriate height and be easy to use?

B11 – All point of contact desks should be at seated/wheelchair height, and should

be clear from promotional material, foods or anything that would block the line of sight for a wheelchair user.



Section C – Disability Awareness and Staff Training.

C1 – It is recommended that all staff within the centre should complete Cara Inclusive Fitness Training Course.

C2 – It is recommended that disability training should be carried out on a regular basis and the centre should ensure that all new staff members are brought through the training within the first 6 months of them starting.

C3- To ensure continuous improvement and learning it is recommended that internal disability awareness is carried out to update and refresh staff.

C4 – It is recommended that the centre appoint a disability Liaison Officer C5- The statement should be clearly displayed. An internal audit should be carried out every 6 months to allow for changes and different people using the facility. The audit should cover areas such as Exterior environment, circulation of the building, disability awareness training, gym environment, pool environment, toilet and locker rooms, marketing and health and safety.

C6 – On the basis of the audit, the facility should have a written action plan to address disability issues. Highlighting how quality access will be provided maintained and improved for users and staff with a disability.



Section D – Gym Environment and Classes

D1 –D2 It is recommended that Dual use equipment is purchased when upgrading or replacing existing equipment. Dual use equipment is purposely designed to enable use by both people with a disability and those without a disability. Both resistance machinery and aerobic machinery should be dual use / accessible.

D3 – All resistance and aerobic machinery should have colour contrasted pedals, leavers and buttons to make them highly visible to individuals with a visual impairment.



D4 – All machinery that have a console should have raised buttons (bump on's) to assist an individual with a visual impairment.

D5 – The gym floor should have a clear layout and provide full access to all areas of the gym. A pathway should highlight the movement flow /directional flow of the gym. There should be clear and adequate spacing between machines, D6-The gym desk if present should be at wheelchair height and be accessible to an individual using a wheelchair.

D7 – It is recommended that gym cards/programme are available in alternative

formats such as large print, braille if appropriate, picture sequencing, usb etc.



Section E – Pool Environment and Classes

E1 – The pool should have a working pool hoist available to pool users E2 - It is recommended that there should be a choice of access points to the pool which are accessible e.g. Beach style (no steps) or Sloped Stepped Access.

E3 – The deep and shallow ends of the pool should be clearly and prominently marked.

E4 – The immediate surround of the pool should be clearly and easily identifiable from the water's edge. Use of a coloured grating can provide a high contrast to some with a visual impairment.

E5 – The Sauna and steam room should be accessible to everyone. Where at all possible all accommodations should be put in place to allow access to the Jacuzzi.

E6 – All programmes, classes or activities in the pool should be accessible and available to everyone including individuals with disabilities.

E7 – A mobile shower chair should be available on pool side and in the changing room.



Section F – Toilet Changing and Locker Room Areas

F1 – It is recommended that there should be Individual accessible changing cubicles, as well as accessible toilets with the appropriate signage. The individual accessible changing cubicles should be located close to and appropriately to the gym and the pool

F2 – All Accessible changing rooms/facilities should have an emergency alarm cord or emergency button



F3 – It is recommended that the alarm should sound at reception or somewhere where it is manned all the time.

F4 – The flushing mechanism for the toilet should be easy to operate – fist operated (spatula Lever) or pull cord.

F5– handrails should be available in all of the accessible changing facilities to allow easy movement.

F6 – It is recommended that permanent shower Chairs (flip down) are available in the main shower area. Mobile shower chairs can also be made available for this area also.

F7 – It is recommended that an accessible changing table/bench is available in the accessible changing cubicles.

F8 – A number of the mirrors and hairdryers should be at an appropriate height for a wheelchair user.

F9 – Accessible changing lockers should be available in the changing areas or cubicles. They should be clearly identifiable and marked.



Section G – Marketing and Outreach

G1 - The Facility should distribute and promote information relating to disability /Inclusion for your facility i.e. flyers, FB, website etc.

G2 - The facility should have an A rated accessible website, with appropriate information to the facilities and programmes that are specific to disabilities.

G3 - All flyers or posters should depict positive images of people with disabilities to attract that target audience.

G4 – There should be an appropriate means of feedback for their customers with Disabilities. The facility could provide a number of ways of allowing feedback such as online feedback system, text system, and feedback forms in large print etc.

G5 - The facility should provide any promotional materials in an alternative format i.e. larger print, Braille, USB stick, email etc.



Section H – Health and Safety

H1 – The centre should have an Emergency Operation Procedure (EOP) that is specific people with disabilities. The EOP should detail how certain types of disabilities would be evacuated from the building. Also safe use of the fire evacuation chair should be documented as a procedure.

H2 – If the centre is a multi-storey building a fire evacuation chair should be present and situated at an appropriate refuge point

H3 – If the centre is a multi storey building, there should be a clearly marked disability refuge point in the event of an emergency.

H4 – The alarm system should be both audio and visual (flashing light)