

ACCESSIBLE ENVIRONMENTS

Having an accessible environment benefits everyone, not just people with a disability.

It helps to:

- Create a welcoming and inclusive place to be
- Provide increased safety for everyone
- Cater for participants that might not want to disclose a disability
- Cater for everyone in the club – family, friends, volunteers
- Cater for those who may have an injury, illness or temporary impairment



WHAT MAKES AN ACCESSIBLE ENVIRONMENT?

Below are the key items and tips for making your club a more accessible space. We acknowledge that budgets, age of facilities, resources for upkeep and other factors limit the level at which these can be implemented, but it's important to consider what changes your club may be able to make now, or plan for in the future. At the end is a checklist to review whether your club has the essential items in place and what further actions may be needed.

Accessibility item	Best option	Alternate option
Main entry and emergency exits	✓ Level entries (i.e. no steps or large hobs)	≈ Or an appropriate threshold ramp, e.g. threshold ramps from the Ramp Champ website
	✓ Auto, self-opening doors or sliding doors that are not too heavy or hard to open	≈ or consider buzzer and/or intercom on main entrance in an accessible place to request assistance
	✓ Clear emergency signage and evacuation plans (see 'signage' section below)	
Doors (including entries and exits)	✓ Doorways for wheelchair access are a minimum of 850mm wide	≈ consider if internal doors are needed. If not needed for privacy or noise reduction, consider removing the door to have open, wider access
	✓ Clear, contrasting safety strips on the full width of any glazed doors or walls	
	✓ Door access/handles: 'd' shape handles for sliding doors & lever handles for swing doors	
Signage	✓ Non-accessible main entrances and exits need to have signs directing to the nearest accessible entrance (use international symbol)	
	✓ Emergency signage and evacuation plans easily located and viewed	
	✓ Signage to key facilities: toilets, water etc.	

Accessibility item	Best option	Alternate option
Signage continued...	✓ Signs: • High contrast, dark text on light background; clear spacing between words • Consider adding simple, recognisable symbols where appropriate • Large (at least 18-point font) and easy to read ('clean' fonts such as Arial are best) • If laminating a sign, consider glare – choose matte rather than glossy options • Tactile or Braille signage as needed • Be at an appropriate height and size for the viewing distance	
Hallways, corridors, and rooms	✓ Make sure these are free from clutter and obstacles, ensure good circulation space either side of doorways and any corners in hallways (consider where you put furniture and even wall mounted items)	
Internal flooring	✓ Level, slip resistant, floor surfaces. Where carpet is used – tight weave, low pile carpet	
	✓ No mats or other trip hazards	
Lighting	✓ Consistent, even lighting, reflected downward. Avoid old style fluorescent lights where possible	
	✓ Lighting in all areas, including outside pathways as needed	
	✓ Reduce glare from windows and glass doors, make sure glare is not impacting on reading signs or noticing transitions in floor surfaces	
Car parks	✓ Designated disability car spaces signed and closest to main entrance: consider space in each car park for different loading and unloading needs (e.g. side access and rear access to vehicle)	
Pathways	✓ Pathways from property entrance and car park to main entrance, pathways to all essential facilities	
	✓ Level, concrete pathways are best practice	≈ Firm surface, free from obstacles and debris (e.g. twigs, leaf litter). e.g. compacted crusher dust, or options such as '<u>proffloor</u>'



Accessibility item	Best option	Alternate option
Pathways continued...	✓ Hazard, tactile indicators prior to ramps, steps & strip on edge of steps, e.g. tactile indicators from the Safety Civil website	
Toilet/bathroom facilities	✓ Accessible bathroom – toilet and shower/changing area (suitable for use by someone in a wheelchair) that complies with Australian Standard (design for access and mobility) AS 1428.1	
	✓ Ambulant toilet – typically for people with disabilities or older people that use a range of mobility aids or require additional space: wider space (900-920mm), grab rails, and higher toilet seat	≈ Raised toilet seat with swing back arms*: e.g. the toilet seat from Independent Living Solutions website *Please seek advice from a disability equipment specialist to choose the best option
	✓ Accessible tapware – e.g. the tapware from Sink Warehouse website	≈ Tap turners for various old-style taps: e.g. the tap turners from Henry Care
	✓ Quiet hand dryers	≈ Accessible paper towel dispenser
'Chill out' / quiet space	✓ Club environments can be busy and noisy so it's great to have a designated quiet, 'chill out' space (room or a quiet corner) where people can go if they are experiencing anxiety and/or sensory overload. Considerations for the space: • Comfortable seating: small couch, cushions, beanbag, foam mat on the floor • Low lighting, no glare from windows, soft/calm colours for space • Charging station for use of headphones and music or other calming apps • Box of 'fidgets' (stress balls/squeeze toys, fidget spinners), mindfulness colouring • Access to supervision and support from relevant adult close by • Expectations for using the space up on the wall: look after everything in the room, put things back in their place, keep the space quiet when using it (use headphones to listen to music etc.)	
General facilities	✓ Accessible and easy to operate water bubblers or drinking fountains or access to other water	
	✓ Ensure accessible charging areas and storage for equipment (electric wheelchairs, communication devices)	



Accessibility item	Best option	Alternate option
General facilities continued...	✓ Access to food options and storage (e.g. fridge): may be needed for food, drinks, or medication	
	✓ Accessible, level, shaded space for spectators and participants; space for people with wheelchairs and appropriate seating (e.g. some sturdy chairs with backs and arm rests)	
Raise and review system	✓ System in place for people who access the club to communicate access needs or raise access requests	
	✓ System in place within the club to regularly review access and implement actions required	
Other considerations	✓ Assistance animals – Learn more about access rights on the Assistance Dogs Australia website	
	✓ Hearing loops and access to Auslan interpreters. Consider this when hosting events at the club or hiring venues for club events. Find more information on the Hearing Loop Australia and Auslan Services websites	

INTERESTED IN LEARNING MORE?

- If organising any modifications, bathroom/toilet upgrades, ramps, pathways, grab rails etc. please use a builder who has experience with accessible design and works to the Australian Standards (Design for Access and Mobility).
- If you are making modifications for a specific individual with a disability, please consult with the person's Occupational Therapist around design and functionality.
- Local disability equipment suppliers.
Examples of companies with locations throughout Queensland:
 - [Independent Living Solutions](#)
 - [Aidacare](#)
- Universal Design: [Universal Design Australia](#)
- Sport and Recreational Settings: [Design for Everyone - Guide to Sport and Rec Settings](#)
- Funding
- Club modifications and other projects.
Information on funding and grants is available on the [Queensland Government website](#)
- [Fair Play vouchers](#)



ACCESSIBILITY CHECKLIST, ESSENTIAL ITEMS

Club Name

Association

Date of Checklist Completion (DD/MM/YYYY)

Person/s Responsible

Next Review Date (DD/MM/YYYY)

Item	In place ✓	Not in place ✗	Partly in place ◆	Notes, Actions and Timeframe
Main entry & emergency exits are accessible & signed				
Essential doorways are accessible				
Signs to key facilities and exits are clear				
Hallways, doorways & rooms free from clutter & hazards				
Suitable lighting in key areas				
Car park: disability park near entrance and signed				
Pathways from entrance and car park level and free from obstacles/debris				
Toilets: at least one toilet space per toilet area with suitable toilet seat & rails				
Chill out space/corner available				
General facilities:				
- access to water - equipment storage area - food options and fridge - accessible seating				



Item	In place ✓	Not in place ✕	Partly in place ◆	Notes, Actions and Timeframe
Raise and review system in place				
Other				

Follow up completed

Date

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Thanks for taking the time to complete the form!