

01.1b Access audit form

| Checked Area | Evident | | Comments/Action i.e. further risk assessment to be undertaken |
|---|---------|----|---|
| | Yes | No | |
| Approach to the building | | | |
| Are there disabled parking facilities? | | | |
| Are kerbs lowered? | | | |
| Is the entrance gate wide enough for wheelchair users? | | | |
| Are there orientation landmarks for visual impairment? | | | |
| Is the route clearly signed? | | | |
| Are support rails/resting platforms provided on inclines? | | | |
| Are all surface coverings, even and non-slip? | | | |
| Are pathways clear of obstructions? | | | |
| Are all areas adequately lit? | | | |
| Do steps and handrails accompany ramps? | | | |
| Are steps suitable and highlighted for differentiation? | | | |
| Are resting platforms available and highlighted? | | | |
| Are all surface coverings, even and non-slip? | | | |

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|--|------------|-----------|--|
| Is there adequate lighting at the front and on the route to the building? | | | |
| Entrances | Yes | No | |
| Is there an entry phone and/or a doorbell and is at a reasonable height for wheelchair users? | | | |
| Is there a level or flush threshold? | | | |
| Are doors easy to open and doorways wide enough for all users to pass through and clear door swing? | | | |
| Are glazed doors marked for safety/visibility? | | | |
| Door close mechanism appropriately adjusted (to ensure they do not close too quickly)? | | | |
| Door control (handle/knob) at a suitable height/clearly located and easy to use? | | | |
| Information on welcome board in a range of formats and at an appropriate height to suit varying needs? | | | |
| Is the entrance signposted and easy to find? | | | |
| Is the route to the destination clearly marked? | | | |
| If applicable, is the doormat in a good condition and flush with floor? | | | |

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|--|------------|-----------|--|
| If an induction loop is fitted, is it working? | | | |
| Can people either side of the door be seen? | | | |
| Are surfaces non-slip? | | | |
| Is lighting adequate? | | | |
| Inside the building | Yes | No | |
| Are all floor surfaces suitable? | | | |
| Are the acoustics of the building suitable for adults with hearing impairments? | | | |
| Are there colour and tonal contrast to help distinguish fixtures and fittings from surfaces, walls and floors? | | | |
| Is there a disabled WC facility no further than one floor away from the room being used? | | | |
| Handrails available at varying heights in the WC? | | | |
| Support rails available in relevant areas? | | | |
| Is the environment free from unnecessary noise? | | | |
| Audible, manual and mechanical alarm systems supplemented with visual and verbal warnings? | | | |

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|---|--|--|--|
| Are all areas in the building wide enough for adults using mobility equipment to manoeuvre? | | | |
| Internal lobbies/doorways sufficient for manoeuvring? | | | |
| Fittings fixed without dangerous edges? | | | |
| Control of natural/artificial light to avoid glare/silhouettes and is lighting adequate? | | | |
| Clutter-free travel routes (coats, bags on floor) | | | |
| Door control (handle) suitable height/clearly located and easy to use? | | | |