

## Barrier-Free Guidelines

It is imperative that all aspects of End of Day Celebrations and community events are inclusive of persons with disabilities.

The following information offers guidelines to ensure that your events are inclusive and welcoming of all citizens in your community:

### Location

- Accessible bus route or other transportation to the event.
- Suitable parking for wheelchair users and over-height vehicles.
- Site is accessible for people with mobility impairments.
- Seating positions are appropriate for use by wheelchair users.
- Stage is accessible to people with mobility impairments.
- Basic building access through entrances, doorways and into wheelchair accessible washrooms.
- Availability of water and relief stations for assistance dogs.

### Communication

- Utilize large-print, closed captioning or Descriptive Video Service (DVS) where possible.
- Recordings or online availability of detailed information.
- Availability of sign language interpreters for stage presentations.

### Stage Set-Up

- Accessible and standard podiums.
- Ramps should have non-slip surfaces and edge protection and have a maximum slope of 8% (5% is preferred).
- Option of using a lapel microphone for stage presentations.

### Awareness

- Accessible features of the event should be well-communicated to potential guests, spectators, staff and volunteers.
  - Awareness of emergency evacuation plans.
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