

ACCESSIBILITY AUDIT

Based on the United Methodist Church's accessibility manual

With many thanks to the United Methodist Church, who permitted us to freely use material from their comprehensive accessibility manual:

Accessibility Audit for Churches, 2nd edition
edited by the Rev. Kathy N. Reeves.

Remember, everyone whether they live with a disability or not, is unique. Therefore, it is impossible to make universal decisions about what accommodations will be completely welcoming to everyone. As with all reciprocal relationships, it is always important and appropriate to ask the people being welcomed what will work for them.

THE SANCTUARY

yes no

- 1. Is there an accessible entrance to the sanctuary or other worship area?
- 2. Are all aisles, including the side aisles at least 36 inches wide?
- 3. Are there an appropriate number of wheelchair-accessible spaces provided (see bulleted list in "Environment")
- 4. Are wheelchair spaces dispersed throughout the sanctuary or other worship area?
- 5. Is the floor flat (not sloped) under any wheelchair seating space?
- 6. If chairs are used rather than pews, have a few of the rows of chairs been shortened to accommodate wheelchairs?
- 7. Is there a designated fragrance-free area for use by people who have chemical sensitivities?
- 8. Is the fragrance-free seating area in a well-ventilated area of the sanctuary or other worship area?
- 9. Is there accessible seating in the fragrance-free area for people who have mobility, hearing, or vision impairment as well as chemical sensitivities?
- 10. If there are steps to the chancel area, is a handrail provided for

people – is there a handrail for people who can only use their right hand or their left hand?

- 11. Is a ramp or wheelchair lift provided to make the chancel area accessible to people using wheelchairs?
- 12. Are unscented beeswax candles used or has the use of candles been eliminated from worship services so that people with chemical sensitivities can participate?
- 13. Have silk flowers been considered as an alternative to live flowers that have pollen and/or pesticides ?
- 14. Is a wheelchair accessible pulpit or is a pulpit-substitute such as a sturdy music stand available?
- 15. Is the choir area accessible so that adults and children using mobility aids can participate in choir activities?
- 16. Are there larger print orders of service available?
- 17. Could the order of service be made available in Braille if it were requested?
- 18. Are there large print hymnals available? Braille hymnals?
- 19. Does the sanctuary have a clearly audible sound system for people who depend primarily on their hearing?
- 20. Are all aisles and spaces where people move during worship at least 60 inches wide?
- 21. Does the church use greeters at the door to welcome people to worship and assist them to their seats if they so desire?
- 22. Are ushers and greeters trained to give information if a blind person asks for a description of the worship setting?
- 23. Does the worship leader inform the congregation when to stand by saying "Rise if you are willing and able" or "I invite you to stand in body or in spirit"?
- 24. Are sign language interpreters available on request during worship services for people who use sign language for communication?
- 25. Is lighting good enough for the interpreter's hands and face to be

seen clearly?

- 26. Is the interpreter positioned so that people can see both the interpreter and the speaker in the same line of vision?
- 27. If sign language interpretation is available, is it noted in your church's advertising and public information efforts?
- 28. Are printed copies of the sermon available for people who have hearing impairments or who wish to read the sermons at home?
- 29. Has the sanctuary been equipped with an assistive listen system such as FM, audio-loop, or infra-red system?
- 30. Does the order of service (and newsletter) announce that listening devices are available and where to get them?
- 31. Is there someone responsible for the upkeep of the assistive listening devices to make sure they are in good working order?
- 32. Are ushers trained to give out headsets or other assistive listening devices when asked?
- 33. Is the sanctuary or other worship area well enough lighted so that people with visual impairments can read the order of service and hymnal?
- 34. Is a roving or fixed microphone always used for activities such as joys and concerns?