



Everyone is Welcome! How to Create Inclusive Events



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Accessibility Ontario

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Volunteer Presenters

About Accessibility Ontario

- AODA online training
- Website Accessibility Audits
- Policy Templates
- Accessible Document Creation Training
- Accessibility Stickers
- Web Accessibility Training



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Agenda

- Why is Accessibility Important?
- Types of Disabilities
- Accessibility Legislation
- What Does this Mean for Your Organization?
- Accessibility Tips & Best Practices
- Resources
- Q & A



Why is accessibility important?



Types of disabilities

- Permanent ∞
- Progressive ↗
- Temporary +
- Intermittent □□

And 70% of disabilities are invisible!



Accessibility for Ontarians with Disabilities Act

(AODA)

Integrated Accessibility Standards

General Requirements

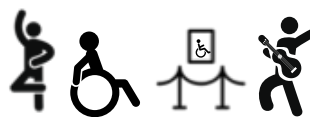
Customer Service

Employment

Information & Communications

Design of Public Spaces

Transportation



Making Your Events Accessible



Topics

1. Event Promotion
2. Customer Service
3. Venue
4. Performance
5. Case Studies



Event Promotion



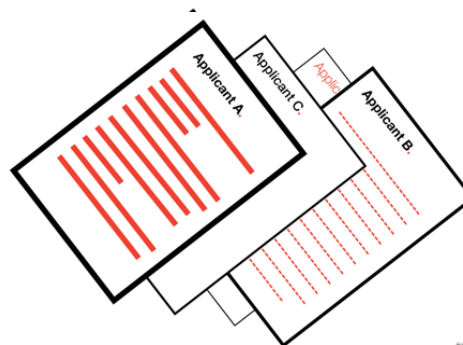
Providing Information



What are assistive technologies?



Print



Potential Barriers: Print

The most important things are the hardest to say. They are the things you get ashamed of, because words diminish them -- words, I think things that seemed limitless when they were in your head to no more than living it when they're brought out. But it's more than that, isn't it? The most important things lie too close to wherever your secret heart is buried, like landmarks to a treasure your enemies would love to steal away. And you may make revelations that cost you dearly, only to have people look at you in a funny way, not understanding what you've said at all, or why you thought it was so important that you almost cried while you were saying it. That's the worst, I think. When the secret stays locked within not for want of a teller but for want of an understanding ear.



Best Practices: Print

AaBbCc

Arial - Great for reading digitally

AaBbCc

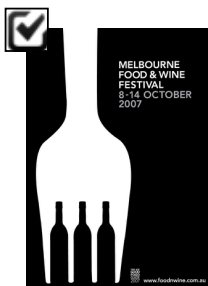
Times New Roman - Great for reading on printed materials like newsprint

AaBbCc

Olde English - Great for declaring war on the Commonwealth



Case Study: Print



Best Practices: Print

1. Text should be a minimum of size 12 font
2. Avoid excessive use of italics and underlining
3. Avoid large blocks of text in capital letters
4. Use Sans Serif fonts such as Verdana and Arial
5. Use the built-in Styles and formatting options in Word
6. Ensure good colour contrast between the font and background colour
7. Avoid overlapping of text over images



Customer Service

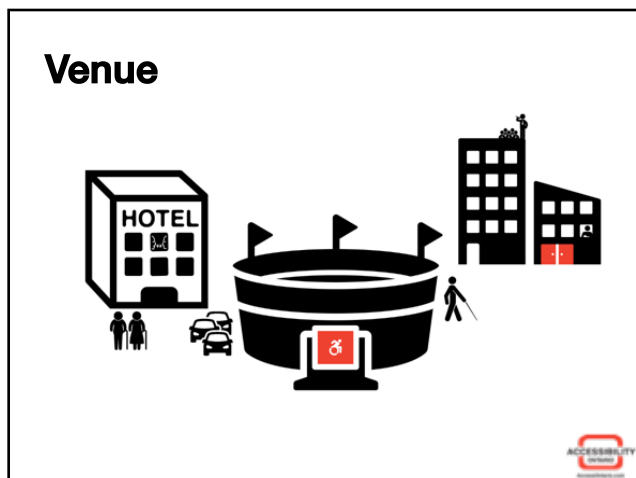


Best Practices: Customer Service

1. Make sure event volunteers are aware of the accessibility features at event
2. Have volunteers whose primary role is to provide information on accessibility to patrons
3. Offer multiple ways for someone to get in touch & ask questions
4. Actively seek customer feedback
5. Use appropriate and respectful language



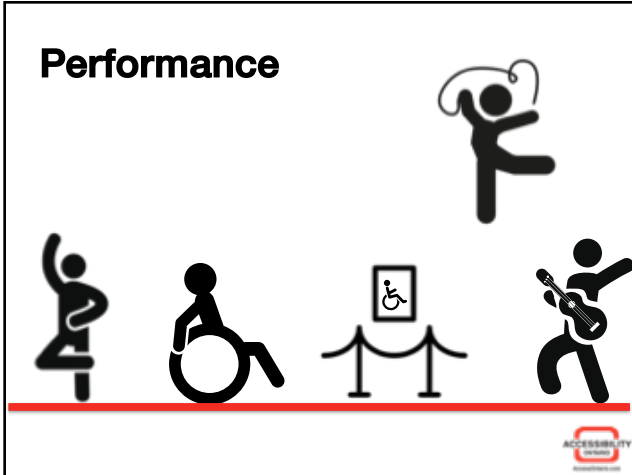
Venue



Best Practices: Venue

1. Signs should be in an easy to read font and with good colour contrast
2. Use large point sizes that can be read from an appropriate distance
3. Use internationally recognized pictograms
4. Avoid protruding signs or sandwich boards
5. Enlist people on your team, such as set designers, to build temporary ramps to use upon request






Case Study: Young People's Theatre

Accessibility at YPT

Young People's Theatre (YPT) endeavours to be accessible to all the people it serves. At YPT, we believe that everyone should have equal access to our productions, programs and employment opportunities, and that our diverse community should be reflected in all that we do. YPT strives to identify and remove barriers to access in the following ways:

Meet the Theatre

 Meet the Theatre is for anyone who would benefit from an introduction to YPT, prior to attending a performance. It is particularly well-suited for those planning to attend one of our Relaxed Performances.

For audience members who might be nervous about attending theatre (especially first-time theatre-goers), an advance visit to YPT can help make the performance experience more comfortable and engaging. Our Meet the Theatre events, led by staff from our Education & Participation Department, include a behind-the-scenes tour to explore specific technical elements (sound, lights, costumes, set pieces and props).

Case Study: Canadian Stage

Relaxed Performances

What is a relaxed performance?
Relaxed performances are designed to welcome patrons who will benefit from a more subdued sensory experience and casual performance environment, including (but not limited to) audience members with learning disabilities, sensory processing/Autism Spectrum conditions. There is a more relaxed approach to noise and movement within the theatre space; some minor production changes may be made to reduce the intensity of light, sound and other startling effects.

These shows are for anyone. Many other people may choose to attend a relaxed performance, either as an access requirement or because they like the inclusive environment.

We encourage anyone who wishes to discuss their requirements further to contact Autumn Smith, Education and Audience Engagement Manager at asmith@canadianstage.com / 416.367.8243 ext. 280

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Accessibility Ontario logo in the bottom right corner.

Performance: Best Practices

1. Consider seating for groups, mobility devices, and service animals
2. Provide volunteers to describe performances to persons with low or no vision
3. Offer relaxed performances and tours of the performance space
4. Welcome support persons at no extra cost

Accessibility Ontario logo in the bottom right corner.

A few final tips....

- Let patrons know they can request accommodations
- Make sure that promotional materials and signage are designed with accessibility in mind
- Identify existing low cost/free accommodations
- Invite artists who identify as disabled to perform and take part in events
- Have alternative formats available for any print or visual materials



Accessibility Resources

Legislation

- [Accessibility for Ontarians with Disabilities Act, 2005 \(AODA\)](#)
- [Ontario Building Code](#)
- [Ontario Human Rights Code](#)

Design Best Practices

- [Access Ability: A Practical Handbook on Accessible Graphic Design](#)
- [AccessAbility: A Practical Handbook of Accessible Web Design](#)
- [ClearPrint Guidelines](#)
- [Guide for Accessible Web Design](#)

Events, Meetings & Festivals

- [Guide to Festivals and Outdoor Events](#)
- [Planning Accessible Events](#)



Accessibility Ontario Resources

- [At A Glance: AODA Deadlines](#)
- [Ways to Make Your Documents Accessible](#) (Infographic)

Upcoming Webinars

- [Accessibility Compliance 101](#) (webinar series - February)
- [Accessible Word Documents 101](#) (webinar series - February)
- [Accessible InDesign & PDF Documents](#) (on-demand webinar)
- [Introduction to Website Accessibility](#) (webinar - February)
- [Overview to Document Accessibility](#) (on-demand webinar)
- [How to Create an Accessible Website](#) (webinar series- March)
- [Workplace Mental Health](#) (webinar series- June)


Helping Hand

- [AODA Online Training](#)
- [Website Accessibility Audits](#)
- [Accessibility Stickers](#)
- [AODA Train-the-Trainer](#)
- [AODA Frequently Asked Questions](#)



Accessibility Ontario

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