



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?	Y		
Are kerbs lowered?	Y		
Is the entrance gate wide enough for wheelchair users?	Y		
Are there orientation landmarks for visual impairment?		N	
Is the route clearly signed?	Y		
Are support rails/resting platforms provided on inclines?			N/A No inclines
Are all surface coverings, even and non-slip?		N	
Are pathways clear of obstructions?	Y		
Are all areas adequately lit?	Y		
Do steps and handrails accompany ramps?			N/A
Are steps suitable and highlighted for differentiation?			N/A
Are resting platforms available and highlighted?			N/A

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

If an induction loop is fitted, is it working?			Not fitted
Can people either side of the door be seen?	Y		
Are surfaces non-slip?	Y		
Is lighting adequate?	Y		
Inside the building	Yes	No	
Are all floor surfaces suitable?	Y		
Are the acoustics of the building suitable for adults with hearing impairments?	Y		
Are there colour and tonal contrast to help distinguish fixtures and fittings from surfaces, walls and floors?	Y		
Is there a disabled WC facility no further than one floor away from the room being used?	Y		
Handrails available at varying heights in the WC?	Y		
Support rails available in relevant areas?	Y		
Is the environment free from unnecessary noise?		N	
Audible, manual and mechanical alarm systems supplemented with visual and verbal warnings?		N	

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