

Please consider all venues that you use to hold surgeries. This could be your constituency office or a community venue. You may like to photocopy the survey for each of the venues you use.

The building

- Q1 Is the doorway brightly lit from the outside during periods of darkness?
Yes No
- Q2 Does the entrance have an obstruction such as a step or a flight of stairs?
Yes No
- Q3 Is there a ramped entrance that is clearly signed in contrast to other backgrounds?
Yes (go to Q3a) No (go to Q4)
- Q3a Is the ramp wide enough for a wheelchair, with a gentle slope?
Yes No
- Q3b Are there handrails on the ramp?
Yes No
- Q3c Are there visual and tactile signs at the top of the ramp?
Yes No
- Q3d Does the entrance door open inwards, away from the ramp?
Yes No
- Q4 Are the entrance door and any internal doors clearly distinguishable from walls, windows and doors?
Yes No
- Q5 Do your doors open easily? People with arthritis can have particular difficulties with heavy doors and awkward handles
Yes No
- Q6 Is there a flight of stairs to your office?
Yes No

- Q7 Do you have a lift?
Yes (go to Q7a) No (go to Q7b)

- Q7a Is the lift wide enough to accommodate a wheelchair easily?
Yes No

- Q7b If you do not have a lift, please state below what arrangements you make to interview people with a mobility impairment or who use a wheelchair

Facilities

- Q8 Do meeting rooms have induction loops?
Yes No
- Q9 Do you have an accessible toilet? That is one wide enough for a wheelchair user to enter and turn comfortably in
Yes (go to Q9a) No (go to Q10)
- Q9a Are facilities in the toilet e.g. grab rails in a contrasting colour?
Yes No
- Q10 Do you have a textphone/minicom for communicating with deaf constituents?
Yes No
- Q11 Is there a visual as well as an audible fire alarm?
Yes No
- Q12 Are staff trained in evacuating disabled people from the premises?
Yes No