

Guide to Accessible Festivals & Outdoor Events (Access ON.) – Accessible Festival Planning Checklist

Audit Date: June 18, 2024
Location: Lower Plaza – Street Dance Location
Auditor(s): J. Meyer, R. Bull, M. Fourcaudot, N. Aiton, A. Laurence

Yes	No	N/A	Accessible Parking Spaces
√			Are accessible parking spaces placed close to venue entries and exits, accessible toilets, pay stations and lifts/ramps?

Notes:

- Drop off area, and close parking available
- Toilets placed as close as they can be, have a sign on accessible porta potty that states “please give priority to those with accessible needs”

Yes	No	N/A	Public Transportation
√			Are accessible routes and schedules posted?

Notes:

- No accessible bus available
- Look into having handi lift available for the evening

Guide to Accessible Festivals & Outdoor Events (Access ON.) – Accessible Festival Planning Checklist

Audit Date: June 18, 2024
Location: Lower Plaza – Street Dance Location
Auditor(s): J. Meyer, R. Bull, M. Fourcaudot, N. Aiton, A. Laurence

Yes	No	N/A	Paths of Travel
			<ul style="list-style-type: none"> - Uneven concrete - There are no steps or barriers, even for the emergency exits

Yes	No	N/A	Stages and Seating
		√	Is there a ramp to the stage area? If not, is one needed?
	√ There is a designated viewing area, no separation		Is the stage visible for someone watching from accessible seating or from a wheelchair?

Notes:

<ul style="list-style-type: none"> - Staff/Volunteer training to assist on spotting not asking - The City has a walker and a wheelchair hat were donated and can be used at events if needed
--

Guide to Accessible Festivals & Outdoor Events (Access ON.) – Accessible Festival Planning Checklist

Audit Date: June 18, 2024
Location: Lower Plaza – Street Dance Location
Auditor(s): J. Meyer, R. Bull, M. Fourcaudot, N. Aiton, A. Laurence

Yes	No	N/A	Food Services and Public Eating Areas
√			Are the food areas easy to navigate for someone who needs mobility support?
√			Are there options for people using wheeled mobility devices?

Notes:

<ul style="list-style-type: none"> - Large print menus/wheelchair height access would be nice - 20% tables are accessible - Staffing assistance for non-regulated height trucks
--

Yes	No	N/A	Washrooms and Temporary Toilets
√			Are there accessible toilets or washrooms?
√			Are they at ground level, away from crowds and sound systems?

Notes:

As much as possible

Yes	No	N/A	Rest and Shelter Areas
	√		Are there quiet areas? *not available at specific venue*
√	√		Are there sheltered areas? (from rain, wind, sun) *Weather dependent*
Yes	No	N/A	Signs

Guide to Accessible Festivals & Outdoor Events (Access ON.) – Accessible Festival Planning Checklist

Audit Date: June 18, 2024
Location: Lower Plaza – Street Dance Location
Auditor(s): J. Meyer, R. Bull, M. Fourcaudot, N. Aiton, A. Laurence

√			Are high-contrast signs in high and low positions provided?
√			Are signs in a sans serif font that are readable in all light conditions?

Notes:

Yes	No	N/A	Support Persons (a person that can go anywhere the person they support goes)
	√		Are there any distinctions in terms of admission fees

Notes:

- Not warranted due to fee structure

Yes	No	N/A	Service Animals (a person with a disability can be accompanied by their service animal to all areas available to the public)

Guide to Accessible Festivals & Outdoor Events (Access ON.) – Accessible Festival Planning Checklist

Audit Date: June 18, 2024
Location: Lower Plaza – Street Dance Location
Auditor(s): J. Meyer, R. Bull, M. Fourcaudot, N. Aiton, A. Laurence

	√		Is there signage indicating that service animals are welcome?
√			Are staff trained on how to identify a service animal and how to approach a person about their service animal?

Notes:

<ul style="list-style-type: none"> - Future planning for signage for service animal
--

Yes	No	N/A	Training Staff and Volunteers
√			Are staff and volunteers trained to welcome people with disabilities, or individuals who can describe accessibility features?

Notes:

--

Yes	No	N/A	Communication Supports
-----	----	-----	------------------------

Guide to Accessible Festivals & Outdoor Events (Access ON.) – Accessible Festival Planning Checklist

Audit Date: June 18, 2024
Location: Lower Plaza – Street Dance Location
Auditor(s): J. Meyer, R. Bull, M. Fourcaudot, N. Aiton, A. Laurence

	√		Has consideration been given to offering captioners, sign language interpreters, or individuals who can describe performances?
--	---	--	--

Notes:

Yes	No	N/A	Maps and Information
√			Has information been provided to the public regarding accessibility features?
√			Have people with disabilities been considered in the emergency plan for the event?
√	√		Is there an accessibility information area at the event?
√			Is there a general information area that is knowledgeable about accessibility features?

Notes:

- Integrated information area with staff training

Guide to Accessible Festivals & Outdoor Events (Access ON.) – Accessible Festival Planning Checklist

Audit Date: June 18, 2024
Location: Lower Plaza – Street Dance Location
Auditor(s): J. Meyer, R. Bull, M. Fourcaudot, N. Aiton, A. Laurence

Other Accessibility Considerations:

- ❖ Provide dedicated accessibility volunteers, rent/buy accessibility equipment, provide accessibility information areas.

Promote Your Festival/Event:

- ❖ Tell people about your accessibility features in the same places you promote your festival.

Ask for feedback:

- ❖ Collect feedback before, during, and after the festival.

General Notes:

- Volunteer geared towards accessibility at event
- Designated charging station for mobility devices