

Simple ways that businesses can become more accessible & inclusive

A guide aiming to help find out if you're eligible for the scheme
and what your next steps should be.



It's easier than you think...

We live in a busy world and are often short on time. For many, hiring or working with a disabled person often feels like too much hard work and effort. Tragically sad in this day and age, but unfortunately true. Access and inclusion doesn't have to be a minefield of finance, sweat and tears though. Here are just a few ways to ensure your business is both accessible and inclusive.

We've kept it short so you can even read it on your lunch break...
No excuses!

- **Physical access for all** doesn't just mean a portable ramps for chair users (but do ensure you have one if needed!) It's also about making sure that a hearing loop is installed at your main reception, and there's possibly a bowl of water for any guide dogs who may visit. A lowered desk is also a thoughtful gesture for a wheelchair user or someone with dwarfism, for example.



- **The terminology you use** means everything. Make sure your staff have disability awareness training (we can run this for you!) and know exactly what words to use and not use, and how to communicate with those who may have a communication impairment. There's nothing worse than the 'rabbit in the headlights' look!
- **Making meetings accessible** is another quick win – that often costs nothing! Got a hard of hearing person to make a call to? Use skype so they can read your lips! Your building isn't step free? Book the meeting in a coffee shop that is! And don't forget the importance of parking and loos, too!
- **Attitude is everything.** No-one gets it right all of the time, but good intentions and a willingness to learn goes a flipping long way.

For more information, visit www.enhancetheuk.org

