

TOP TIPS

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# Simple Ways That Businesses Can Become More Accessible And Inclusive



enhance the uk  
changing society's views on disability

**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!

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## **PHYSICAL ACCESS FOR EVERYONE**

- It 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.



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## **MAKE MEETINGS ACCESSIBLE**

- Another quick win – that often costs nothing! Got a hard of hearing person to make a call to? Offer the option of a Skype call because in some cases people with a hearing impairment may find it easier than a phone call because it enables them to lip read. 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!



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## **TERMINOLOGY**

- 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!

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## 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.

## There's More!

We've got more great resources on our website, [www.enhancetheuk.org](http://www.enhancetheuk.org) and lots of other helpful hints and tips on our social media channels.

Find us [@EnhancetheUK](https://twitter.com/EnhancetheUK)

