DISABILITY ACCESS IN LABORATORY ENVIRONMENTS STRUCTURAL ACCESS ASSESSMENT

January 2026

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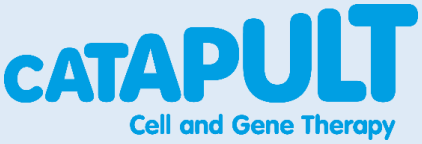

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Purpose of this Access Assessment

This access assessment focuses on assessing the key structural accessibility considerations of laboratory spaces. However, as those working in laboratory spaces also need offices, meeting rooms, break rooms, toilets and showers, etc. key accessibility issues for the building in general will also be described in brief. It covers the lab structure, fixed furniture and fittings (hoods, benches etc) and chairs.

Associated DALE Documents

- DALE Main Report
- DALE Protocol
- DALE Equipment Access Assessment

See edicaucus.ac.uk/dale to view and download.

Disclaimer

This access assessment is provided in good faith and is intended as an aid to good practice in accessibility. This assessment cannot replace sound judgement, professional care, or common sense. They should be read and applied in conjunction with appropriate standards, and all relevant local regulations, codes of practice, and laws.

This assessment constitutes a live document and may be subject to change in the future where the authors consider it appropriate in the light of new information or developments in the field of accessibility.

Comments and Corrections

We welcome comments and corrections on this assessment that will allow us to enhance the next version's quality and relevancy. If you have suggestions for changes, please email Dr Katherine Deane k.deane@uea.ac.uk

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Key location and contact information

1. What is the name of the building and lab?
2. How many floors does the building have?
3. Is the Building part of a specific department or office?
4. What are the operating hours of the building?
5. Is there a need for a card or key to access the building or room?
6. Provide contact details for:
    a. Person in charge of the lab
    b. Contact details for emergencies
    c. Who to contact for help in creating reasonable adjustments
    d. Who to contact for lab safety advice
    e. Who to contact for fire safety advice (PEEPs)
    f. Who to contact for security / out of hours concerns

Comments: _____

Lab Structural Access

Main Doorway to Lab

Doorway Width

Are all doorways at least 800 mm wide? (1000mm for external doors). BS8300-2 section 8.3 (2018).

1. **Optimal Accessibility** - Yes, doorways are all 800mm wide minimum (1000mm for external doors).
2. **Moderate Barrier** – Some doorways are narrow (750-799mm).
3. **Critical Barrier** - No, doorways are too narrow for access (less than 750mm).

Lightweight Design

Are all doors as light as possible in use? Either they are light weight (i.e. less than 30 N force to open, Building Standard 2010) or doors are powered.

1. **Optimal Accessibility** – Yes, light weight, or powered.
2. **Moderate Barrier** – Doors take 31-67N force to open
3. **Critical Barrier** – Doors take more than 67N to open.

Comments: _____

Other doors within lab

This can include doorways into walk-in stores, walk-in fridges, equipment or plant rooms.

Doorway Width

Are all doorways at least 800 mm wide? (1000mm for external doors). BS8300-2 section 8.3 (2018).

1. **Optimal Accessibility** - Yes, doorways are all 800mm wide minimum (1000mm for external doors).
2. **Moderate Barrier** – Some doorways are narrow (750-799mm).
3. **Critical Barrier** - No, doorways are too narrow for access (less than 750mm).

Lightweight Design

Are all doors as light as possible in use? Either they are light weight (i.e. less than 30 N force to open, Building Standard 2010) or doors are powered, or held open (if fire doors they are on magnets that release during fire alarms).

1. **Optimal Accessibility** – Yes, light weight, powered, or held open.
2. **Moderate Barrier** – Doors take 31-67N force to open
3. **Critical Barrier** – Doors take more than 67N to open.

Comments: _____

Floors

Door mats colour (if used)

Are door mats a suitable colour? This can be a single colour block, either similar or contrasting to the surrounding flooring. But it must not be too dark (e.g. black) or it can be misapprehended as a hole in the floor.

1. **Optimal Accessibility** - Yes, suitable colour.
2. **Critical Barriers** - No, the mats are dark and could be misapprehended as a hole.
3. **Not applicable**

Comments: _____

Door mats length and fastening (if used)

Are door mats long enough and securely fastened. Long enough to allow wheelchair wheels to fully dry off upon entry (minimum 2000mm long BS8300-2 section 8.6.1:2018)? Must be securely fastened so that they do not lift or ruck up.

1. **Optimal Accessibility** - Yes, all mats meet or exceed the required length and are securely fastened.
2. **Significant Barriers** - No, many mats are too short. All mats are securely fastened.
3. **Critical Barriers** - No, the mats are far too short or are not provided. Or mats are not securely fastened.
4. **Not applicable**

Comments: _____

Non-slip flooring

Is the flooring non-slip? (Minimum Pendulum Test Value (PTV) of 36, or an R rating of 11, BS EN 16165).

1. **Optimal Accessibility** - Yes, the flooring is non-slip.
2. **Critical Barriers** - No, the flooring is not non-slip.

Comments: _____

Rolling resistance

Does the flooring provide a smooth surface with low resistance to rolling?

1. **Optimal Accessibility** - Yes, the flooring is completely smooth and hard, e.g. lino, concrete.
2. **Minimal Barriers** - Yes, low pile carpet.
3. **Critical Barriers** - No, deep pile carpet, any rugs, cobbles etc.

Comments: _____

Flooring pattern

Is the flooring plain or has a small motif and low contrast pattern?

1. **Optimal Accessibility** - Yes, the flooring is plain or has small and low contrast patterns.
2. **Critical Barriers** - No, high contrast patterns present which can create significant confusion.

Comments: _____

Lab area controls

Control panels etc

Are the control panels, consumer units, emergency power shut off switches etc at a suitable height, clearly lit, and with appropriate signage for use, and sufficient space around them? They should be at 700-1000mm high, with good lighting (>500 Lux), clearly contrasting large text, with braille. The controls should be easy to operate and have sufficient space around each control to reduce the risk of hitting the wrong control.

1. **Optimal Accessibility** - Yes, the lab area controls meet the criteria.
2. **Significant Barriers** – The signage has no braille and/or is not totally clear. The controls do not have sufficient space around them to allow for error.
3. **Critical Barriers** – The control panels are too high, or the signage too difficult to read, or the area is in poor light.

Comments: _____

Lab control reset

Are there clear instructions on how to reset systems (e.g. power shut off) or turn off alarms. These instructions can either be alongside the relevant control panel, or in an instruction folder (with directions on where to find this by the relevant control panel).

1. **Optimal Accessibility** - Yes, the lab area controls have clear reset instructions.
2. **Critical Barriers** – The lab area controls do not have clear reset instructions.

Comments: _____

Lighting and colour

Flexible Lighting Options

Are there flexible lighting options? Please consider ability to dim lights (between 500-1000 Lux), availability of task lighting, and of window blinds.

1. **Optimal Accessibility**- Flexible lighting options are available
2. **Moderate Barriers** – Flexible lighting options are only available in some of the lab
3. **Critical Barriers**- There are no flexible lighting options in the space.

Comments: _____

Glare Reduction

Does the lighting design prevent glare? This can include use of frosted light covers, up or down lighting (without lightbulbs visible).

1. **Optimal Accessibility**- The design fully prevents glare in all areas.
2. **Moderate Barriers** – Glare is prevented in some of the lab
3. **Critical Barriers** - There is no glare reduction in the lighting design.

Comments: _____

Natural Light

Is natural light utilized where possible? Please select one option that best describes your situation:

1. **Optimal Accessibility** - Natural light is utilized extensively throughout the space.
2. **Moderate Barriers** - Some areas benefit from natural light, but many do not.
3. **Critical Barriers** - Natural light is not utilized at all.

Comments: _____

Windows

Manual opening windows (if available)

If windows can be opened for ventilation / temperature control, consideration should be given to how someone will reach the window's handle, particularly from a wheelchair. NB Many wheelchair users cannot bend to reach forward or sideways, i.e. a maximum reach distance of 550mm. You need a working handle between 700-1000mm high, with a clear area of at least 800mm wide and 1000mm deep in front of it to allow it to be easily reached. (This can include a knee nook under a clear bench to allow a wheelchair to roll in close enough). The force needed to open the window should be small (<22N) and the handle should be a lever type and of a contrasting colour. For safety and security, the window should not open more than 100mm.

1. **Optimal Accessibility** - Yes, the window meets all the above specifications.
2. **Moderate Barrier** – The window takes more force to open (22.5-37.5N), has restricted access (725-800mm wide), or the handle is not of a contrasting colour.
3. **Critical Barrier** – The window cannot easily be reached and opened by a wheelchair user or it opens too wide.
4. **Not applicable**

Comments: _____

Remote-Controlled Opening windows (If available)

Another access solution is to have remote controlled window opening. This is accessible if the controller is placed in a clearly labelled and accessible location. The controller should have large contrasting buttons with clear symbols that require little effort to activate. Again for safety and security the window should not open more than 100mm.

1. **Optimal Accessibility** - Yes, remote control meets the above specification.
2. **Moderate Barrier** – The remote control button have poor symbols, or limited colour contrast, or small buttons, or need large force to activate.
3. **Critical Barrier** – The remote control is stored in an inaccessible location, has no symbols, or no colour contrast, or very small buttons, or need a large force to activate. Or the window opens too wide.
4. **Not applicable**

Comments: _____

Walls

Glass Partitions

Do all glass partitions, walls, and barriers have clear visual markings at sitting and standing heights (850-1000 mm and 1400-1600 mm from the floor (BS8300-2 section 11.5 (2018))?

1. **Optimal Accessibility** - Yes, the markings ensure glass partitions are visible whilst seated and standing
2. **Critical Barrier** - No, lacking markings at either seated or standing height (or both).

Comments: _____

Colour contrast

Colour contrast: Floor, Walls, and Doors

Does the flooring contrast with the walls, and do the doors contrast with the walls? They need to have a difference of at least 30 points in light reflectance value (according to BS8300-2:2018)? (If uncertain, take a photo and view it in black and white. Only if there is sufficient difference will the surfaces be clearly different in black and white).

1. **Optimal Accessibility** - All areas have sufficiently different floors, walls, and door colours.
2. **Significant Barriers** – Only some areas have sufficiently different floors, walls, and door colours.
3. **Critical Barriers** - No areas have different colours for floors, walls, and doors.

Comments: _____

Colour contrast: Face plates for switches and sockets

Do the face plates for sockets and light switches contrast with both the switches and the wall colour? (This can also be solved acceptably by face plates that are the same colour as walls BUT are outlined in a different contrasting colour).

1. **Optimal Accessibility** - All face plates contrast with the switches and the wall colour or are outlined in a contrasting colour.
2. **Moderate Barriers** – All the switches are in a contrasting colour.
3. **Significant Barriers** – Only some face plates or switches are in a contrasting colour
4. **Critical Barriers** - No face plates contrast with the switches and the wall colour.

Comments: _____

Acoustic and communication environment

Background Noise Levels

Are background noise levels from equipment (e.g., ventilation systems, hoods, equipment motors etc.) acceptable for conversation? (Lower than 45 – 55 decibels)

1. **Optimal Accessibility -** Background noise levels are consistently lower than 45 decibels, facilitating easy conversation.
2. **Minimal Barriers** - Most areas maintain background noise levels between 45 – 50 decibels, allowing for comfortable conversation.
3. **Moderate Barriers** - A few areas experience background noise levels around 50 – 55 decibels, which may hinder conversation.
4. **Significant Barriers** - Certain areas have background noise levels that exceed 55 decibels, making conversation challenging.
5. **Critical Barrier** - Background noise levels are consistently above 55 decibels, significantly impeding conversation ability.

Comments: _____

Sound Baffling

Does the environment have sufficient sound baffling installed? (Airbourne sound insulation of a minimum of 43dB, Building Regulations 2010: Approved Document E)

1. **Optimal Accessibility**- Sound baffling installed so that there is a minimum of 43dB SBI.
2. **Barriers**- - The environment has insufficient sound baffling installed.

Comments: _____

Hearing Loop and Hearing Technologies Availability:

Are hearing loops or other hearing assistance technologies available?

1. **Optimal accessibility** - Hearing loops or hearing technologies are readily available in all areas, providing seamless auditory support.
2. **Significant Barriers –** Only some areas provide hearing loops or hearing technologies
3. **Critical barriers** - Hearing loops or hearing technologies are not available

Comments: _____

Lines of sight

Does the environment provide clear lines of sight for individuals using sign language or lip reading?

1. **Optimal Accessibility** - The environment provides clear lines of sight for people standing or sitting to allow sign language or lip reading.
2. **Significant Barriers** - Some locations have obstructed lines of sight
3. **Critical Barriers** – Most of the lab has obstructed lines of sight

Comments: _____

Air and Temperature Assessment

Ventilation Standards

Is the highest standard of ventilation achieved? Target CO2 concentrations below 800ppm or typically 10 l/s/person (CIBSE 2021) plus ideally air cleaning e.g., HEPA filters or UV light treatment – particularly in enclosed spaces where outside ventilation is inappropriate (CIBSE 2021).

1. **Optimal Accessibility** - Yes, airflow of 10l/s/person, and target CO_2 concentrations are met with air cleaning where relevant
2. **Critical Barrier** - No, ventilation is inadequate

Comments: _____

Temperature Control

Is there the ability to maintain the temperature within acceptable ranges and to change the temperature?

1. **Optimal Accessibility** - Yes, the lab can be maintained at 21-23^{o}C irrespective of external temperatures. It is possible to change the temperature according to personal preference (between 16-24^{o}C)
2. **Moderate Barrier** - Yes, lab temperature can be maintained except in exceptional weather conditions (below -5^{o}C or above 30^{o}C), temperature can be changed.
3. **Significant Barrier** - Yes, lab temperature can be maintained except in exceptional weather conditions (below -5^{o}C or above 30^{o}C), temperature can NOT be changed.
4. **Critical Barrier** – Lab temperature is often outside optimal range, temperature can NOT be changed.

Comments: _____

Lab furniture

Sinks

Sink height

Is there a sink provided suitable for wheelchair users (either fixed height or adjustable)? Max rim height 860mm, with knee clearance underneath (690mm high, 760mm wide, 480mm deep) and clear floor space allowing forward approach.

1. **Optimal Accessibility** – A sink is available that meets all the criteria.
2. **Significant Barriers** – A suitable height sink is available but has no knee nook.
3. **Critical Barriers** - No suitable sink available

Comments: _____

Taps in lab (excluding in hoods)

Do the taps in the lab (for water or gas) have good colour contrast, are reachable (e.g., max 550mm reach), and easy to operate (lever or sensor operated). NB separate assessment item for taps in hoods.

1. **Optimal Accessibility** – All taps meet all the criteria.
2. **Significant Barriers** – Taps do not have good colour contrast but otherwise meet criteria.
3. **Critical Barriers** - No suitable taps available

Comments: _____

Emergency eye wash facilities

Are the emergency eye wash facilities accessible i.e. can be used by a wheelchair user? The eye wash should be between 840-1140mm from the floor, at least 150mm from the wall or nearest obstruction to ensure the user can get close enough, and within a 1500mm turning circle).

1. **Optimal Accessibility** – The eye wash facility meets all the criteria.
2. **Critical Barriers** – The eye wash facility is not accessible
3. **Not applicable**

Comments: _____

Emergency shower facilities

Are the emergency shower facilities accessible i.e. can be used by a wheelchair user? The shower must be level-access (no tray/step) with a minimum recommended size of 1000mm

x 1000mm, though larger is preferred. A fold-down shower seat (typically 480mm above the floor) ideally with a backrest. Grab rails and an emergency pull-cord alarm system must be present, with red bangles set at 100mm and between 800–1000mm from the floor to be reachable from a seated or fallen position. The floor should be slip resistant and the shower controls should be easily reachable 750-1000mm above the floor.

1. **Optimal Accessibility** – The emergency shower meets all the criteria.
2. **Significant Barriers** – The emergency shower does not have grab rails or a seat, and may have a threshold step up to the shower of up to 13mm.
3. **Critical Barriers** – The emergency shower is not accessible
4. **Not applicable**

Fume hoods and Category II extraction hoods

Hood height

Are there variable height hoods available? (Height should be adjustable between 700mm-800mm height from the floor with either manual cranks or electric motors). They should not be greater than 600mm deep with clear space underneath. There should be a turning circle (1500mm) at this location.

1. **Optimal Accessibility** – Adjustable height hoods are available that meet all criteria
2. **Significant Barriers** – The adjustable height hoods have limited space around them (minimum 1200mm turning circle).
3. **Critical Barriers** - No adjustable height hoods available with appropriate clear space surrounding them.
4. **Not applicable**

Comments: _____

Hood lighting and colour contrast

The hood has good lighting levels (at least 500 Lux) and good colour contrast between the work surface and the walls of the hood.

1. **Optimal Accessibility** – The hood has good lighting and colour contrast.
2. **Moderate Barriers** –There is no colour contrast between the work surface and walls of the hood.
3. **Critical Barriers** – The hood does not have its own suitable light source.
4. **Not applicable**

Comments: _____

Hood taps

Do the taps in the hood (for water or gas) have good colour contrast, are reachable (e.g., max 550mm reach), and are lever type.

1. **Optimal Accessibility** – All taps meet all the criteria.
2. **Significant Barriers** – Taps do not have good colour contrast but otherwise meet criteria.
3. **Critical Barriers** - No suitable taps available

Comments: _____

Benches and work surfaces

Are work surfaces a different colour from the walls and finished in a matte texture?

1. **Optimal Accessibility** - All work surfaces are a different colour from the walls and finished in a matte texture.
2. **Minimal Barriers** – Some work surfaces are a different colour from the walls and finished in a matte texture.
3. **Significant Barriers** - No work surfaces are a different colour from the walls and finished in a matte texture.
4. **Critical Barriers** - No work surfaces are a different colour from the walls OR some or all work surfaces are finished in a gloss texture.

Comments: _____

Bench height

Are there variable height benches available? (Height should be adjustable between 700mm-800mm height from the floor with either manual cranks or electric motors). They should not be greater than 600mm deep with clear space underneath. There should be a turning circle (1500mm) at this location.

1. **Optimal Accessibility** – Adjustable height benches are available that meet all criteria
2. **Significant Barriers** – The adjustable height benches have limited space around them (minimum 1200mm turning circle).
3. **Critical Barriers** - No adjustable height benches available with appropriate clear space surrounding them.

Comments: _____

Space between benches

Is there sufficient space between benches 1800 mm or wider? NB this measurement is for the available floor space – if equipment, boxes etc encroach on the space then that is the width measured.

1. **Optimal Accessibility -** Yes, the space between benches is 1800mm or wider.
2. **Minimal Access –** The space between benches is between 1200mm – 1800mm wide.
3. **Critical Barrier -** The space between is less than 1200mm wide.

Comments: _____

Turning circle

Does the lab provide a minimum 1500mm clear turning circle? This turning circle should not be impinged by any equipment, boxes, bins etc.

1. **Optimal Accessibility** - Yes, it provides a 1500mm turning circle.
2. **Moderate Barriers** – It provides a 1000mm-1499mm turning circle
3. **Critical Barriers** – The turning circle is less than 1000mm

Comments: _____

Seating

Is there ergonomic adjustable seating available? It should have an adjustable seat back, and have adjustable height and tilt.

1. **Optimal Accessibility** – Ergonomic adjustable seating is available throughout the lab.
2. **Minimal Barriers** – Seating is not available at some work stations
3. **Significant Barriers** – Seating does not have backs or adjustability
4. **Critical Barriers** - No seating is provided

Comments: _____

Cupboards

Cupboard Handles

Are the handles a different colour from the doors?

1. **Optimal Accessibility** - All handles are a different colour from the doors.
2. **Significant Barriers** - Some handles are a different colour from the doors.
3. **Critical Barriers** - No handles are a different colour from the doors.

Comments: _____

Overhead cupboard or shelving access

Is there a way to get the shelves to drop down so they are accessible from wheelchair height. This might be hydraulic manual drop-down shelves or electric motors to change height of either shelves or whole cupboards.

1. **Optimal Accessibility** - All shelving can drop down to be accessible from a wheelchair.
2. **Moderate Accessibility** – Limited availability of drop-down shelving but it is co-located with knee nooks, and possibly height adjustable benches.
3. **Significant Barriers** – Limited availability of drop-down shelving but not co-located with knee nooks or height adjustable benches.
4. **Critical Barriers** - No drop-down shelving.

Clock

Is a wall mounted silent clock provided in each lab?

1. **Optimal Accessibility** - Yes, enough silent clocks are provided on the walls so that there is a clear line of sight from all work locations in the lab.
2. **Moderate Barrier** - Yes, one clock is provided in the lab or some areas of the lab do not have sight of the clock. It may tick.
3. **Critical Barrier** – No clocks provided.

Comments: _____

Fire alarms and evacuation

Fire Alarm

Is there a dual-alert audible and visual fire alarm system? If the building only has an audible alert systems must be in place to mitigate this risk for people with hearing impairment and recorded in their PEEP. The mitigations can include use of phone apps that vibrate when the alarm sounds, fire marshals having a duty to alert the person with hearing loss, lone working policies etc.

1. **Optimal Accessibility** – A dual alert fire alarm system is in place
2. **Significant Barriers** – The fire alarm only provides an audible alert but mitigations are in place and recorded in PEEPs.
3. **Critical Barriers** – The fire alarm only provides an audible alert and no mitigations have been created for people with hearing impairment.

Comments: _____

Refuge signage

Are the refuge point alarms clearly signposted? Clear signs should indicate location of refuge points. At the refuge point there should be instructions and contact details as relevant. The signs should be at appropriate heights (1400-1700mm from floor) and ideally have essential information provided in braille.

1. **Optimal Accessibility -** Yes, the refuge signs meet all the criteria
2. **Significant Barriers** – The refuge signs do not have braille but meet all other criteria.
3. **Critical Barriers** – The refuge signage is inaccessible
4. **Not applicable**

Comments: _____

Fire safe lifts

Where possible fire safe lifts should be provided (BS9999). All PEEPs should specify how these will be used in the event of fire.

1. **Optimal Accessibility -** Yes, the lifts are fire safe and PEEPs are appropriate.
2. **Minimal Barriers** – The lifts are not fire safe, but fire evacuation chairs or stair climbers are provided alongside appropriate PEEPs.
3. **Critical Barriers** – The lifts are not fire safe, and there are no evacuation chairs or stair climbers, and/or PEEPs have not been created.
4. **Not applicable**

Comments: _____

Fire evacuation chairs or stair climbers

Are fire evacuation chairs or stair climbers provided – particularly if the lifts are not fire safe (Regulatory Reform (Fire Safety) Order 2005). These must be accompanied by appropriate PEEPs.

1. **Optimal Accessibility -** Yes, the lifts are fire safe and PEEPs are appropriate.
2. **Minimal Barriers** – The lifts are not fire safe, but fire evacuation chairs or stair climbers are provided alongside appropriate PEEPs.
3. **Critical Barriers** – The lifts are not fire safe, and there are no evacuation chairs or stair climbers, and/or PEEPs have not been created.
4. **Not applicable**

Comments: _____

Fire exit route to assembly point

The fire exit on the ground floor should lead to a step free exit route which is on solid or stabilised ground leading to a fire assembly point.

1. **Optimal Accessibility -** Yes, the fire exit route to the assembly point meets the criteria.
2. **Significant Barriers** – There are steps and/or unstable ground on the fire exit route to the assembly point. PEEPs are created so that mobility impaired people who would be impacted by these access barriers are aware of the fire exits with optimal accessibility.
3. **Critical Barriers** – There is no single fire exit route from the building that is optimal for mobility impaired people.

Comments: _____

Accessibility of the route to the lab

Main external door for the building that contains the lab

Doorway Width

External doorway at least 800 mm wide? (1000mm for external doors). BS8300-2 section 8.3 (2018).

1. **Optimal Accessibility** - Yes, doorways are all 800mm wide minimum (1000mm for external doors).
2. **Moderate Barrier** – Some doorways are narrow (750-799mm).
3. **Critical Barrier** - No, doorways are too narrow for access (less than 750mm).

Lightweight Design

Are all doors as light as possible in use? Either they are light weight (i.e. less than 30 N force to open, Building Standard 2010) or doors are powered, or held open (on magnets that release during fire alarms).

1. **Optimal Accessibility** – Yes, light weight, powered, or held open.
2. **Moderate Barrier** – Doors take 31-67N force to open
3. **Critical Barrier** – Doors take more than 67N to open.

Comments: _____

Floors by main external door

External doorway mats colour

Are door mats a suitable colour? This can be a single colour block, either similar or contrasting to the surrounding flooring. But it must not be too dark (e.g. black) or it can be misapprehended as a hole.

1. **Optimal Accessibility** - Yes, suitable colour.
2. **Critical Barriers** - No, the mats are dark and could be misapprehended as a hole.

Comments: _____

Door mats length and fastening

Are door mats long enough and securely fastened. Long enough to allow wheelchair wheels to fully dry off upon entry (minimum 2000mm long BS8300-2 section 8.6.1:2018)? Must be securely fastened so that they do not lift or ruck up.

1. **Optimal Accessibility** - Yes, all mats meet or exceed the required length and are securely fastened.
2. **Significant Barriers** - No, many mats are too short. All mats are securely fastened.
3. **Critical Barriers** - No, the mats are far too short or are not provided. Or mats are not securely fastened.

Comments: _____

Doors enroute to lab

Doorway width

External doorway at least 800 mm wide? (1000mm for external doors). BS8300-2 section 8.3 (2018).

1. **Optimal Accessibility** - Yes, all doorways are all 800mm wide minimum (1000mm for external doors).
2. **Moderate Barrier** – Some doorways are narrow (750-799mm).
3. **Critical Barrier** - No, doorways are too narrow for access (less than 750mm).

Comments: _____

Lightweight design

Are all doors as light as possible in use? Either they are light weight (i.e. less than 30 N force to open, Building Standard 2010) or doors are powered, or held open (on magnets that release during fire alarms).

1. **Optimal Accessibility** – Yes, all doors are light weight, powered, or held open.
2. **Moderate Barrier** – Doors take 31-67N force to open
3. **Critical Barrier** – Doors take more than 67N to open.

Comments: _____

Flooring enroute to lab

Non-slip flooring

Is the flooring non-slip? (Minimum Pendulum Test Value (PTV) of 36, or an R rating of 11, BS EN 16165).

1. **Optimal Accessibility** - Yes, the flooring is non-slip.
2. **Critical Barriers** - No, the flooring is not non-slip.

Comments: _____

Rolling resistance

Does the flooring provide a smooth surface with low resistance to rolling?

1. **Optimal Accessibility** - Yes, the flooring is completely smooth and hard, e.g. lino, concrete.
2. **Minimal Barriers** - Yes, low pile carpet.
3. **Critical Barriers** - No, deep pile carpet, any rugs, cobbles etc.

Comments: _____

Flooring pattern

Is the flooring plain or has a small motif and low contrast pattern?

1. **Optimal Accessibility** - Yes, the flooring is plain or has small and low contrast patterns.
2. **Critical Barriers** - No, high contrast patterns present which can create significant confusion.

Comments: _____

Corridors to labs

Corridor Width

Are corridors 1800 mm or wider? NB this measurement is for the available floor space – if equipment, lockers, boxes etc encroach on the space then that is the width measured.

1. **Optimal Accessibility -** Yes, the corridors are 1800mm or wider.
2. **Minimal Access –** The corridor is between 1200mm – 1800mm wide.
3. **Critical Barrier -** The corridors is less than 1200mm wide.

Comments: _____

Stairs, and ramps enroute to lab (where relevant)

Handrails (where relevant)

Do all internal stairs or ramps provide handrails on both sides at a suitable height (900-1000mm measured from the top of the handrail to the pitch line) and with a 30-40mm diameter for grip?

1. **Optimal Accessibility** - Yes, handrails on both sides at a suitable height and diameter.
2. **Critical Barrier** – No. Handrails only provided on one side, at incorrect height, or not at all.
3. **Not applicable**

Comments: _____

Stair nosings (where relevant)

Do all stair nosings have a high-contrast, slip resistant strip? A 30–55mm wide contrasting strip on both the edge of the tread and top of the riser. The strip should be flush to the tread. Stair nosings should contrast with the stair tread by at least 30 LRV points. (Approved Document M, BS 8300-2:2018)

1. **Optimal Accessibility** - Yes, high-contrast slip resistant flush strips present
2. **Significant Barrier** - No, high contrast strip is set back from the edge of the step and riser, or strip on riser is missing. Or the strip is not slip resistant. Or the strip is not flush with the tread.
3. **Critical Barrier** – No strips present.
4. **Not applicable**

Comments: _____

Stair risers (where relevant)

Are stair risers solid?

1. **Optimal Accessibility** - Yes, solid risers provide stability and safety for users.
2. **Moderate Barrier** - No, but there is a raised edge to the back of the steps.
3. **Critical Barrier** - No, stair risers are open.
4. **Not applicable**

Comments: _____

Ramp dimensions (where relevant)

Is suitable ramp provided? Ramps should be no steeper than 1:12, be 1500mm wide, with edge protection and non-slip surfaces. It should have landings 1200mm long at top and bottom and 1200mm long rest landings after 10m. Handrails on both sides at 900-1000mm high with a 30-40mm diameter for grip that extend 300mm beyond the ramp at top/bottom. (Approved Documents M and K)

1. **Optimal Accessibility** - Yes, suitable ramps provided.
2. **Moderate Barrier** – The ramp is steep (between 1:20-1:12), lacks enough mid-ramp landings (between 10-20m), or is narrow (900-1200mm), or has handrails on only one side or at the wrong height.
3. **Critical Barrier** – No ramp provided (steps access only). Or unsuitable ramp, i.e. steeper than 1:20, or narrower than 900mm, or slippery surface, or no landings at end of ramp.
4. **Not applicable**

Comments: _____

Lifts and powered lifting platforms enroute to lab (where relevant)

Number of lifts

Is there more than one passenger lift (or powered lifting platform) to all floors available in the building? (Ignore if only a single storey building or ramps are provided between levels).

1. **Optimal Accessibility** – Yes more than 1 lift or powered lifting platform available or ramp access is also available
2. **Moderate barrier** – there is just one lift available
3. **Critical barrier** – there are no lifts available in a multistorey building. Only stepped access is provided.
4. **Not applicable**

Comments: _____

Lift or powered lifting platform location signage

Is the lift or stairlift location clearly signposted within the building?

1. **Optimal Accessibility** - Yes, signage is clear, informative, and easy to follow.
2. **Significant Barrier** – There is only signage around the lift or powered lifting platform itself.
3. **Critical Barrier** – No signage
4. **Not applicable**

Comments: _____

Fault and alternate route signage for lifts and powered lifting platform

Is there signage next to the lift that indicates how to report a fault and if there are any alternate routes to higher floors (e.g. location of other lifts or ramps).

1. **Optimal Accessibility** - Yes, signage is clear, informative, and easy to follow.
2. **Critical Barrier** – No signage
3. **Not applicable**

Comments: _____

Availability of the Lift

Is the lift or powered lifting platform workable by all users and accessible outside of regular hours and on weekends?

1. **Optimal Accessibility** - Yes, the lift is always accessible, all users can make it operational.
2. **Significant Barrier** – Either some limitations exist regarding access at certain times but these are well signposted or a key is required to operate (but it is easy to get access to the key holder to operate the lift)
3. **Critical Barrier** – Lift is erratically unavailable, or there is no signage to say what its hours of operation are, or it is slow (more than 2 minutes) to gain access to the key holder, or you are required to go up stairs (or other access barriers) to find the key holder.

Comments: _____

Lift Dimensions

Is the lift at least 1400 mm wide × 2100 mm deep?

1. **Optimal Accessibility** - Yes, the lift meets or exceeds the dimensions.
2. **Moderate Barrier** - No, the lift is smaller but does comply with the minimum dimensions of BS EN 81-70 1100mm (W) x 1400mm (D).
3. **Critical Barrier** - The lift size is too small.
4. **Not applicable**

Comments: _____

Platform lift dimensions

Is the platform lift at least 1100 mm wide × 1500 mm deep (BS 6440:2011)?

1. **Optimal Accessibility** - Yes, the dimensions are met.
2. **Moderate Barrier** – At least 800mm wide x 1400mm deep
3. **Critical Barrier** - No, stair lift is smaller than the minimum recommended dimensions (800mm wide x 1400mm deep)
4. **Not applicable**

Comments: _____

Platform lift's safe working load

Does the powered lifting platform have a suitable safe working load (ideally 200kg)? The SWL should be indicated by signage on the lift (BS 6440:2011)

1. **Optimal Accessibility** - Yes, the stair lift can carry up to 200kg and has clear signage.
2. **Moderate Barrier** - Yes, the stair lift can carry up to 160kg.
3. **Significant Barrier** – Yes, the stair lift can carry up to 120kg
4. **Critical Barrier** – No, only step access is provided.
5. **Not applicable**

Comments: _____

Signage in the lift

Is the signage within the lift (on and besides the buttons) large, clear, contrasting, and including braille? It should include some navigation information, in particular which floor has the main entrance and fire exits.

1. **Optimal Accessibility** - Yes, signage meets all criteria.
2. **Moderate Barrier** - Yes, but signage lacks braille.
3. **Significant Barrier** - No, signage is unclear and/or does not provide navigation information
4. **Critical Barrier** – No signage provided other than floor level.

Comments: _____

Auditory Information in lifts

Are auditory messages provided to inform users of floor levels and the opening and closing of doors? The recorded message should include some navigation information, in particular which floor has the main entrance and fire exits.

1. **Optimal Accessibility** - Yes, auditory messages meet all criteria
2. **Significant Barrier** – Yes, but auditory messages only state floor number, no navigation information provided.
3. **Critical Barrier** – No auditory information provided

Comments: _____

Lighting in the Lift

Is the lighting bright enough for reading signs clearly, but also diffuse (e.g. frosted light covers)?

1. **Optimal Accessibility** - Yes, lighting meets all criteria
2. **Significant Barrier** – Yes but lighting causes glare and is not diffused.
3. **Critical Barrier** - No, the lighting is insufficient to easily read signs.

Comments: _____

Mirror Installation

Is a mirror provided in the lift to enable people to identify barriers when backing out of lift (e.g. in a wheelchair). We recognise this is challenging for lifts with multiple doors, but aspire to the highest accessibility.

1. **Optimal Accessibility** - Yes, a mirror is available opposite all doors.
2. **Minimal Barrier** - Yes, but a mirror is available opposite some of the lift's doors.
3. **Critical Barrier** – No mirrors are provided.
4. **Not applicable**

Comments: _____

Floor Contrast

Does the lift floor visually contrast with the corridor flooring outside the lift, and the walls of the lift? NB Do not use black flooring in lifts.

1. **Optimal Accessibility** - Yes, there is clear and effective contrast that aids visibility.
2. **Significant Barrier** – The lift floor does not contrast with the corridor flooring.
3. **Critical Barrier** - No, the lift floor does not contrast with the lift walls.

Comments: _____

Key facilities outside the lab

Accessible Toilets

Accessible Toilet Location and Frequency.

Ideally accessible toilets should be provided within a reasonable distance (40m) from the labs.

1. **Optimal Accessibility** - Yes, accessible toilets are available within 40m of lab.
2. **Moderate Barriers** – There is at least one accessible toilet is provided in the building the lab is in.
3. **Critical Barriers** - No accessible toilets provided in the same building as the lab is in.

Comments: _____

Is a Changing Place Accessible Toilet provided?

1. **Optimal Accessibility** - Yes, a changing place accessible toilet is provided in the same building as the lab.
2. **Moderate Barriers** – A changing place accessible toilet is provided in another building close by (within 100m).
3. **Significant Barriers** – A changing place accessible toilet is provided in another building (open to relevant people) within 800m
4. **Critical Barriers** - No changing place accessible toilet is provided.

Comments: _____

Turning circle

Does the accessible toilet provide a minimum 1500mm clear turning circle? This turning circle should not be impinged by the toilet, sink, bins etc.

1. **Optimal Accessibility** - Yes, it provides a 1500mm turning circle.
2. **Moderate Barriers** – It provides a 1000mm-1499mm turning circle
3. **Critical Barriers** – The turning circle is less than 1000mm

Comments: _____

Grab rails - specifications

Grab rails are of suitable dimensions and clearances; the diameter should be between 19mm and 35mm, the grip should be at least 45mm from the door face, fixing centres should be at least 300mm, and the bottom fixing should be between 700mm and 1000mm), BS8300-2 section 8.4 (2018). They should also be of a contrasting colour to the wall or door behind them.

1. **Optimal Accessibility** - Yes, handles meet the specifications above.
2. **Moderate Barrier** – Handles are not of a contrasting colour, or have limited clearance or are placed too high or low.
3. **Critical Barrier** - No, handles provided.

Comments: _____

Grab rails – placement

Grab rails are provided either side of the toilet – at least one should be drop down (to allow side access). Grab rails are provided either side of the sink, and horizontally at the back of the door. (BS2300-2 2018)

1. **Optimal Accessibility** - Yes, grab rails meet the specifications above.
2. **Moderate Barrier** – Grab rails are missing from door or sink area.
3. **Critical Barrier** – Grab rails are missing from around toilet or are not provided at all.

Comments: _____

Door Lock Design

Are any door locks equipped with large, simple-to-use levers or electronic locks with large buttons and easily understood instructions?

1. **Optimal Accessibility** - Yes, large levers or large buttons on easily understood electronic locks.
2. **Moderate Barrier** – Smaller lever locks, or smaller buttons, or instruction poster required to explain use.
3. **Critical Barrier** - No, fine motor skills required to operate either manual or electronic locks.

Comments: _____

Transfer options

Are accessible toilets provided with both left and right transfer options (as you sit facing the toilet) in the same building as the lab?

1. **Optimal Accessibility -** Yes, either an accessible toilet that can be accessed from either side is available, or at least one accessible toilet with a left transfer and one accessible toilet a right transfer is available.
2. **Moderate Barriers -** Only one transfer option is available.
3. **Critical Barriers** - No accessible toilets are available.

Comments: _____

Toilet alarm

An emergency pull-cord alarm system must be present, with red bangles set at 100mm and between 800–1000mm from the floor to be reachable from a seated or fallen position. Use of an Euan's Guide red cord card will prevent the cords being tied up (https://www.euansguide.com/safertoilets). Checks should also be made that the alarm works will be responded to any time the facility is in use.

1. **Optimal Accessibility -** Yes, a suitable red cord alarm is provided, works, and will be responded to.
2. **Moderate Barriers –** The red cord is only reachable from some areas of the toilet floor.
3. **Critical Barriers** - No red cord alarm provided.

Comments: _____

Break room

Break room provision

Is a break room provided in the same building as the lab? This is a space for relaxation and to eat and drink.

1. **Optimal Accessibility** – Quiet room is provided in the same building as the lab.
2. **Moderate Accessibility** – A quiet room is provided in another building close by (within 100m).
3. **Significant Barriers** – A quiet room is provided in another building (open to relevant people) within 800m
4. **Critical Barriers** – No quiet room is provided.

Comments: _____

Doorway Width

External doorway at least 800 mm wide? (1000mm for external doors). BS8300-2 section 8.3 (2018).

1. **Optimal Accessibility** - Yes, doorways are all 800mm wide minimum (1000mm for external doors).
2. **Moderate Barrier** – Some doorways are narrow (750-799mm).
3. **Critical Barrier** - No, doorways are too narrow for access (less than 750mm).

Lightweight Design

Are all doors as light as possible in use? Either they are light weight (i.e. less than 30 N force to open, Building Standard 2010) or doors are powered, or held open (on magnets that release during fire alarms).

1. **Optimal Accessibility** – Yes, light weight, powered, or held open.
2. **Moderate Barrier** – Doors take 31-67N force to open
3. **Critical Barrier** – Doors take more than 67N to open.

Comments: _____

Break room flooring

Non-slip flooring

Is the flooring non-slip? (Minimum Pendulum Test Value (PTV) of 36, or an R rating of 11, BS EN 16165).

1. **Optimal Accessibility** - Yes, the flooring is non-slip.
2. **Critical Barriers** - No, the flooring is not non-slip.

Comments: _____

Rolling resistance

Does the flooring provide a smooth surface with low resistance to rolling?

1. **Optimal Accessibility** - Yes, the flooring is completely smooth and hard, e.g. lino, concrete.
2. **Minimal Barriers** - Yes, low pile carpet.
3. **Critical Barriers** - No, deep pile carpet, any rugs, cobbles etc.

Comments: _____

Flooring pattern

Is the flooring plain or has a small motif and low contrast pattern?

1. **Optimal Accessibility** - Yes, the flooring is plain or has small and low contrast patterns.
2. **Critical Barriers** - No, high contrast patterns present which can create significant confusion.

Comments: _____

Break room lighting

Flexible Lighting Options

Are there flexible lighting options? Please consider ability to dim lights, availability of task lighting, and of window blinds.

1. **Optimal Accessibility**- Flexible lighting options are available
2. **Moderate Barriers** – Flexible lighting options are only available in some of the break room
3. **Critical Barriers**- There are no flexible lighting options in the space.

Comments: _____

Glare Reduction

Does the lighting design prevent glare? This can include use of frosted light covers, up or down lighting (without lightbulbs visible).

1. **Optimal Accessibility**- The design fully prevents glare in all areas.
2. **Moderate Barriers** – Glare is prevented in some of the break room
3. **Critical Barriers** - There is no glare reduction in the lighting design.

Comments: _____

Natural Light

Is natural light utilized where possible? Please select one option that best describes your situation:

1. **Optimal Accessibility** - Natural light is utilized extensively throughout the space.
2. **Moderate Barriers** - Some areas benefit from natural light, but many do not.
3. **Critical Barriers** - Natural light is not utilized at all.

Comments: _____

Break room windows

Manual opening windows (if available)

If windows can be opened for ventilation / temperature control, consideration should be given to how someone will reach the window's handle, particularly from a wheelchair. NB Many wheelchair users cannot bend to reach forward or sideways. So you need a working handle between 700-1000mm high, with a clear area of at least 800mm wide and 1000mm deep in front of it to allow it to be easily reached. (This can include a knee nook under a clear worksurface/desk to allow a wheelchair to roll in close enough). The force needed to open the window should be small (<22N) and the handle should be a lever type and of a contrasting colour. For safety and security, the window should not open more than 100mm.

1. **Optimal Accessibility** - Yes, the window meets all the above specifications.
2. **Moderate Barrier** – The window takes more force to open (22.5-37.5N), has restricted access (725-800mm wide), or the handle is not of a contrasting colour.
3. **Critical Barrier** – The window cannot easily be reached and opened by a wheelchair user or it opens too wide.
4. **Not applicable**

Comments: _____

Remote-Controlled Opening windows (If available)

Another access solution is to have remote controlled window opening. This is accessible if the controller is placed in a clearly labelled and accessible location. The controller should have large contrasting buttons with clear symbols that require little effort to activate. Again for safety and security the window should not open more than 100mm.

1. **Optimal Accessibility** - Yes, remote control meets the above specification.
2. **Moderate Barrier** – The remote control button have poor symbols, or limited colour contrast, or small buttons, or need large force to activate.
3. **Critical Barrier** – The remote control is stored in an inaccessible location, has no symbols, or no colour contrast, or very small buttons, or need a large force to activate. Or the window opens too wide.
4. **Not applicable**

Comments: _____

Walls

Glass Partitions

Do all glass partitions, walls, and barriers have clear visual markings at sitting and standing heights (850-1000 mm and 1400-1600 mm from the floor (BS8300-2 section 11.5 (2018))?

1. **Optimal Accessibility** - Yes, the markings ensure glass partitions are visible whilst seated and standing
2. **Critical Barrier** - No, lacking markings at either seated or standing height (or both).

Comments: _____

Colour contrast

Colour contrast: Floor, Walls, and Doors

Does the flooring contrast with the walls, and do the doors contrast with the walls? They need to have a difference of at least 30 points in light reflectance value (according to BS8300-2:2018)? (If uncertain, take a photo and view it in black and white. Only if there is sufficient difference will the surfaces be clearly different in black and white).

1. **Optimal Accessibility** - All areas have sufficiently different floors, walls, and door colours.
2. **Significant Barriers** – Only some areas have sufficiently different floors, walls, and door colours.
3. **Critical Barriers** - No areas have different colours for floors, walls, and doors.

Comments: _____

Colour contrast: Face plates for switches and sockets

Do the face plates for sockets and light switches contrast with both the switches and the wall colour? (This can also be solved acceptably by face plates that are the same colour as walls BUT are outlined in a different contrasting colour).

1. **Optimal Accessibility** - All face plates contrast with the switches and the wall colour or are outlined in a contrasting colour.
2. **Moderate Barriers** – All the switches are in a contrasting colour.
3. **Significant Barriers** – Only some face plates or switches are in a contrasting colour
4. **Critical Barriers** - No face plates contrast with the switches and the wall colour.

Comments: _____

Acoustic and communication environment

Background Noise Levels

Are background noise levels from equipment acceptable for conversation? (Lower than 45 – 55 decibels)

1. **Optimal Accessibility -** Background noise levels are consistently lower than 45 decibels, facilitating easy conversation.
2. **Minimal Barriers** - Most areas maintain background noise levels between 45 – 50 decibels, allowing for comfortable conversation.
3. **Moderate Barriers** - A few areas experience background noise levels around 50 – 55 decibels, which may hinder conversation.
4. **Significant Barriers** - Certain areas have background noise levels that exceed 55 decibels, making conversation challenging.
5. **Critical Barrier** - Background noise levels are consistently above 55 decibels, significantly impeding conversation ability.

Comments: _____

Sound Baffling

Does the environment have sufficient sound baffling installed? (Airbourne sound insulation of a minimum of 43dB, Building Regulations 2010: Approved Document E)

1. **Optimal Accessibility**- Sound baffling installed so that there is a minimum of 43dB SBI.
2. **Barriers**- - The environment has insufficient sound baffling installed.

Comments: _____

Hearing Loop and Hearing Technologies Availability:

Are hearing loops or other hearing assistance technologies available?

1. **Optimal accessibility** - Hearing loops or hearing technologies are readily available in all areas, providing seamless auditory support.
2. **Significant Barriers –** Only some areas provide hearing loops or hearing technologies
3. **Critical barriers** - Hearing loops or hearing technologies are not available

Comments: _____

Lines of sight

Does the environment provide clear lines of sight for individuals using sign language or lip reading?

1. **Optimal Accessibility** - The environment provides clear lines of sight for people standing or sitting to allow sign language or lip reading.
2. **Significant Barriers** - Some locations have obstructed lines of sight
3. **Critical Barriers** – Most of the lab has obstructed lines of sight

Comments: _____

Break room furniture

Work surfaces or desks

Are work surfaces or desks a different colour from the walls and finished in a matte texture?

1. **Optimal Accessibility** - All work surfaces are a different colour from the walls and finished in a matte texture.
2. **Minimal Barriers** – Some work surfaces are a different colour from the walls and finished in a matte texture.
3. **Significant Barriers** - No work surfaces are a different colour from the walls and finished in a matte texture.
4. **Critical Barriers** - No work surfaces are a different colour from the walls OR some or all work surfaces are finished in a gloss texture.

Comments: _____

Cupboards

Cupboard Handles

Are the handles a different colour from the doors?

1. **Optimal Accessibility** - All handles are a different colour from the doors.
2. **Significant Barriers** - Some handles are a different colour from the doors.
3. **Critical Barriers** - No handles are a different colour from the doors.

Comments: _____

Overhead cupboard or shelving access

Is there a way to get the shelves to drop down so they are accessible from wheelchair height. This might be hydraulic manual drop-down shelves or electric motors to change height of either shelves or whole cupboards.

1. **Optimal Accessibility** - All shelving can drop down to be accessible from a wheelchair.
2. **Moderate Accessibility** – Limited availability of drop-down shelving but it is co-located with knee nooks, and possibly height adjustable work surfaces or desks.
3. **Significant Barriers** – Limited availability of drop-down shelving but not co-located with knee nooks or height adjustable work surfaces or desks.
4. **Critical Barriers** - No drop-down shelving.

Comments: _____

Clock

Is a wall mounted silent clock provided in each break room?

1. **Optimal Accessibility** - Yes, enough silent clocks are provided on the walls so that there is a clear line of sight from all locations in the break room.
2. **Moderate Barrier** - Yes, one clock is provided in the lab or some areas of the break room do not have sight of the clock. It may tick.
3. **Critical Barrier** – No clocks provided.

Comments: _____

Seating

Is there a variety of seating available? With and without arm rests, with and without chair backs. If not fixed it should be lightweight (under 10kg).

1. **Optimal Accessibility** – Seating meets all criteria.
2. **Moderate Accessibility** – Limited range of seating styles available but all lightweight.
3. **Significant Barriers** – Limited range of seating styles available and/or it is heavy (10-25kg).
4. **Critical Barriers** – Only one style of seating available and/or it is overweight (>25kg)

Comments: _____

Quiet room

This is a space in which people can relax and decompress. It may also be used to allow breastfeeding or to pump milk for storage. It is not anticipated that people will do any work or have substantive conversations here.

Quiet room provision

Is a quiet room provided in the same building as the lab?

1. **Optimal Accessibility** – Quiet room is provided in the same building as the lab.
2. **Moderate Accessibility** – A quiet room is provided in another building close by (within 100m).
3. **Significant Barriers** – A quiet room is provided in another building (open to relevant people) within 800m
4. **Critical Barriers** – No quiet room is provided.

Comments: _____

Quiet room privacy

Quiet room privacy signage

Does the quiet room have a changeable sign on the outside of the door indicating if the person inside requests privacy?

1. **Optimal Accessibility** - Yes, there is a sign
2. **Critical Barriers** – No sign.

Comments: _____

Quiet room visibility

Is it possible to make the quiet room private and screened from people outside looking in? This can be blinds on any windows, opaque covers etc.

1. **Optimal Accessibility** - Yes, there is a privacy
2. **Critical Barriers** – No privacy.

Comments: _____

Quiet room door

Doorway Width

External doorway at least 800 mm wide? (1000mm for external doors). BS8300-2 section 8.3 (2018).

1. **Optimal Accessibility** - Yes, doorways are all 800mm wide minimum (1000mm for external doors).
2. **Moderate Barrier** – Some doorways are narrow (750-799mm).
3. **Critical Barrier** - No, doorways are too narrow for access (less than 750mm).

Lightweight Design

Are all doors as light as possible in use? Light weight (i.e. less than 30 N force to open, Building Standard 2010) or doors are powered.

1. **Optimal Accessibility** – Yes, light weight, or powered.
2. **Moderate Barrier** – Doors take 31-67N force to open
3. **Critical Barrier** – Doors take more than 67N to open.

Comments: _____

Quiet room flooring

Non-slip flooring

Is the flooring non-slip? (Minimum Pendulum Test Value (PTV) of 36, or an R rating of 11, BS EN 16165).

1. **Optimal Accessibility** - Yes, the flooring is non-slip.
2. **Critical Barriers** - No, the flooring is not non-slip.

Comments: _____

Rolling resistance

Does the flooring provide a smooth surface with low resistance to rolling?

1. **Optimal Accessibility** - Yes, the flooring is completely smooth and hard, e.g. lino, concrete.
2. **Minimal Barriers** - Yes, low pile carpet.
3. **Critical Barriers** - No, deep pile carpet, any rugs, cobbles etc.

Comments: _____

Flooring pattern

Is the flooring plain or has a small motif and low contrast pattern?

1. **Optimal Accessibility** - Yes, the flooring is plain or has small and low contrast patterns.
2. **Critical Barriers** - No, high contrast patterns present which can create significant confusion.

Comments: _____

Flexible Lighting Options

Are there flexible lighting options? Please consider ability to dim lights, availability of task lighting, and of window blinds.

1. **Optimal Accessibility**- Flexible lighting options are available
2. **Moderate Barriers** – Flexible lighting options are only available in some of the lab
3. **Critical Barriers**- There are no flexible lighting options in the space.

Comments: _____

Glare Reduction

Does the lighting design prevent glare? This can include use of frosted light covers, up or down lighting (without lightbulbs visible).

1. **Optimal Accessibility**- The design fully prevents glare in all areas.
2. **Moderate Barriers** – Glare is prevented in some of the lab
3. **Critical Barriers** - There is no glare reduction in the lighting design.

Comments: _____

Natural Light

Is natural light utilized where possible? Please select one option that best describes your situation:

1. **Optimal Accessibility** - Natural light is utilized extensively throughout the space.
2. **Moderate Barriers** - Some areas benefit from natural light, but many do not.
3. **Critical Barriers** - Natural light is not utilized at all.

Comments: _____

Windows

Manual opening windows (if available)

If windows can be opened for ventilation / temperature control, consideration should be given to how someone will reach the window's handle, particularly from a wheelchair. NB Many wheelchair users cannot bend to reach forward or sideways. So you need a working handle between 700-1000mm high, with a clear area of at least 800mm wide and 1000mm deep in front of it to allow it to be easily reached. (This can include a knee nook under a clear bench to allow a wheelchair to roll in close enough). The force needed to open the window should be small (<22N) and the handle should be a lever type and of a contrasting colour. For safety and security, the window should not open more than 100mm.

1. **Optimal Accessibility** - Yes, the window meets all the above specifications.
2. **Moderate Barrier** – The window takes more force to open (22.5-37.5N), has restricted access (725-800mm wide), or the handle is not of a contrasting colour.
3. **Critical Barrier** – The window cannot easily be reached and opened by a wheelchair user or it opens too wide.
4. **Not applicable**

Comments: _____

Remote-Controlled Opening windows (If available)

Another access solution is to have remote controlled window opening. This is accessible if the controller is placed in a clearly labelled and accessible location. The controller should have large contrasting buttons with clear symbols that require little effort to activate. Again for safety and security the window should not open more than 100mm.

1. **Optimal Accessibility** - Yes, remote control meets the above specification.
2. **Moderate Barrier** – The remote control button have poor symbols, or limited colour contrast, or small buttons, or need large force to activate.
3. **Critical Barrier** – The remote control is stored in an inaccessible location, has no symbols, or no colour contrast, or very small buttons, or need a large force to activate. Or the window opens too wide.
4. **Not applicable**

Comments: _____

Walls

Colour contrast

Colour contrast: Floor, Walls, and Doors

Does the flooring contrast with the walls, and do the doors contrast with the walls? They need to have a difference of at least 30 points in light reflectance value (according to BS8300-2:2018)? (If uncertain, take a photo and view it in black and white. Only if there is sufficient difference will the surfaces be clearly different in black and white).

1. **Optimal Accessibility** - All areas have sufficiently different floors, walls, and door colours.
2. **Significant Barriers** – Only some areas have sufficiently different floors, walls, and door colours.
3. **Critical Barriers** - No areas have different colours for floors, walls, and doors.

Comments: _____

Colour contrast: Face plates for switches and sockets

Do the face plates for sockets and light switches contrast with both the switches and the wall colour? (This can also be solved acceptably by face plates that are the same colour as walls BUT are outlined in a different contrasting colour).

1. **Optimal Accessibility** - All face plates contrast with the switches and the wall colour or are outlined in a contrasting colour.
2. **Moderate Barriers** – All the switches are in a contrasting colour.
3. **Significant Barriers** – Only some face plates or switches are in a contrasting colour
4. **Critical Barriers** - No face plates contrast with the switches and the wall colour.

Comments: _____

Acoustic and communication environment

Background Noise Levels

Are background noise levels from equipment (e.g., ventilation systems, hoods, equipment motors etc.) acceptable for conversation? (Lower than 45 – 55 decibels)

1. **Optimal Accessibility -** Background noise levels are consistently lower than 45 decibels, facilitating easy conversation.
2. **Minimal Barriers** - Most areas maintain background noise levels between 45 – 50 decibels, allowing for comfortable conversation.
3. **Moderate Barriers** - A few areas experience background noise levels around 50 – 55 decibels, which may hinder conversation.
4. **Significant Barriers** - Certain areas have background noise levels that exceed 55 decibels, making conversation challenging.
5. **Critical Barrier** - Background noise levels are consistently above 55 decibels, significantly impeding conversation ability.

Comments: _____

Sound Baffling

Does the environment have sufficient sound baffling installed? (Airbourne sound insulation of a minimum of 43dB, Building Regulations 2010: Approved Document E)

1. **Optimal Accessibility**- Sound baffling installed so that there is a minimum of 43dB SBI.
2. **Critical Barrier**- The environment has insufficient sound baffling installed.

Comments: _____

Hearing Loop and Hearing Technologies Availability:

Are hearing loops or other hearing assistance technologies available?

1. **Optimal accessibility** - Hearing loops or hearing technologies are readily available in all areas, providing seamless auditory support.
2. **Significant Barriers –** Only some areas provide hearing loops or hearing technologies
3. **Critical barriers** - Hearing loops or hearing technologies are not available

Comments: _____

Lines of sight

Does the environment provide clear lines of sight for individuals using sign language or lip reading?

1. **Optimal Accessibility** - The environment provides clear lines of sight for people standing or sitting to allow sign language or lip reading.
2. **Significant Barriers** - Some locations have obstructed lines of sight
3. **Critical Barriers** – Most of the lab has obstructed lines of sight

Comments: _____

Quiet room furniture

Clock

Is a wall mounted silent clock provided in each lab?

1. **Optimal Accessibility** - Yes, enough silent clocks are provided on the walls so that there is a clear line of sight from all work locations in the lab.
2. **Moderate Barrier** - Yes, one clock is provided in the lab or some areas of the lab do not have sight of the clock. It may tick.
3. **Critical Barrier** – No clocks provided.

Comments: _____

Seating

Is there a variety of seating available? With and without arm rests, with and without chair backs. If not fixed it should be lightweight (under 10kg).

1. **Optimal Accessibility** – Seating meets all criteria.
2. **Moderate Accessibility** – Limited range of seating styles available but all lightweight.
3. **Significant Barriers** – Limited range of seating styles available and/or it is heavy (10-25kg).
4. **Critical Barriers** – No seating provided or only one style of seating available and/or it is overweight (>25kg)

Comments: _____

Furniture to allow someone to lie down

Is there suitable furniture to allow someone to lie down for a rest e.g. padded bench, sofa bed, day bed. Ideally with cushions or pillows and blankets available for comfort.

1. **Optimal Accessibility** – Furniture and pillows etc available to allow someone to lie down comfortably.
2. **Moderate Accessibility** – Furniture available to allow someone to lie down.
3. **Significant Barriers** – Furniture available to allow someone to lie down but requires significant effort to make it available (rearrange room lay out, high force required to pull out a sofa bed etc).
4. **Critical Barriers** – No suitable furniture available

Comments: _____

Wheelchair Accessibility

Once furniture is installed, does the quiet room provide a wheelchair turning space of 1500mm? Please select one option that best describes your situation:

1. **Optimal Accessibility** - Yes, turning space of >1500mm
2. **Significant Barriers** – Yes, turning space between 1200-1500mm.
3. **Critical Barriers** - No wheelchair turning space.

Comments: _____

Assistance Dogs

Policy and risk assessment for assistance dogs

Is there a policy and risk assessment for the accommodation of assistance dogs in the lab?

1. **Optimal Accessibility** – A policy and risk assessment has been created to assess the accommodation of assistance dogs in this lab
2. **Moderate Accessibility** – There is an assistance dogs policy but a risk assessment for this lab has not been created as no-one that currently uses the lab has an assistance dog.
3. **Critical Barriers** – No policy or risk assessment

Comments: _____

Assistance dog toileting

Is there a suitable area (at least 1800mm x 1800mm), or a "spend pound", available for any assistance dogs to go to the toilet?

1. **Optimal Accessibility** – A spend pound is provided immediately outside the same building as the lab (within 20m).
2. **Moderate Accessibility** – A spend pound is provided close by (within 20-100m).
3. **Significant Barriers** – A spend pound is provided within 800m
4. **Critical Barriers** – No spend pound is provided.

Comments: _____

Spend pound accessibility

Is the toileting area accessible, particularly for individuals using mobility aids or wheelchairs? E.g. any entrance easy to open, the ground is stabilised, clear signage

1. Optimal Accessibility - Yes, the space is fully accessible
2. Critical Barriers - No the space is inaccessible

Comments: _____