

FENCING CLUB INCLUSION REVIEW MATRIX

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1. HOW TO USE THIS MATRIX

Please note that this matrix isn't a substitute for formal accessibility review by a qualified individual.

Accessibility means different things for different people, so instead of a list of specifics to fulfil before declaring your club accessible we have devised a matrix which suggests several possible accessibility options and solutions that may or may not be present for you to review in house. Once you've done your review you may consider advertising that those accessibility features are available and thus encouraging a more diverse population of fencers to attend your sessions.

Many of the accommodations on the matrix are nothing to do with wheelchair access, so regardless of if you only coach standing fencing you still are likely to have disabled participants, so reviewing this matrix and publishing your accessibility options to your members and wider community is still advisable.

For more information on making your club accessible please visit our website - <https://www.britishfencing.com/explore-fencing/fencing-101/disability-fencing-101/accessible-venues/>

	Yes	No	In process	Notes	Self-assessment Guidance Notes
Physical Environment					
Accessible parking where appropriate					Designated blue badge parking spaces close to the venue
Level access to the training area					A level access route has no stairs, although could have lifts or ramps to the space. If you have stairs or a lip to enter the space, noting how many steps and how high is helpful.
Wheelchair Accessible toilets					A large single occupancy toilet space that is designed specifically for use by disabled people, especially wheelchair users, who tend to need more space. Is this toilet free of obstructions and not used as a storage space for facility equipment?
Changing Places Toilet Facilities					Changing Places toilets are larger accessible toilets for severely disabled people, with equipment such as hoists, curtains, adult-sized changing benches and space for carers.
Is your signage clear and concise?					Signs have contrasting colours in large bold text with a single colour block background behind the text (rather than text on images). Signs are positioned in well-lit areas and on at regular intervals.
Do you have a staff member to guide new participant around the venue?					This can be helpful for those who are Blind/Visually impaired, also those with anxiety, and others who need to easily understand the layout like those with mobility impairments or neurodiversity.
Ask whoever runs the facility "is there a hearing loop system in place?"					A hearing loop system is a microphone that transmits directly to a persons hearing aids to help make communication clearer and avoid interference from background noises.
Ask whoever runs the facility " is a strobe light alarm system installed?"					Strobes connected to fire alarm systems help Deaf people understand there's an alert.
Consent forms in multiple accessible formats					Documents in word. Large print, braille if needed etc.
Gender neutral toilets					Gender-neutral toilets are bathrooms which can be used by anyone, regardless of gender. While anyone can use a gender-neutral toilet, they are particularly important for trans and non-binary students and staff who may feel uncomfortable in or unable to use gendered bathrooms. Many Disabled accessible toilets are gender-neutral by the nature of being single occupancy.
Lowered Counter tops at pay points and welcome areas					It's helpful and welcoming for wheelchair users and those who are small stature when you have an area of the countertop, at reception etc, that is lowered for their comfort. The lowered area should be no greater than 755mm.

Professional access audit undertaken					A professional access auditor can review the facility against the current government and best practice guidelines, many public use facilities have to do this regularly as part of the Equality Act 2010 and their public sector equality duty. Have you asked your facility if they've done this? Are the facility making efforts to update access and meet the recommendations of the auditor?
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Fencing Equipment					
Wheelchair Fencing Frames					It's not necessary to have a fencing frame to teach beginners seated fencing, it may be helpful as your fencers develop competitively but initially many seating options are suitable for beginner fencers.
Fencing wheelchairs owned by the club for beginners use					It's helpful, but again not essential, if the club has some fencing wheelchairs for beginners to learn from. This avoids disabled participants facing the barrier of having to spend a lot of money on the appropriate chair before knowing whether they will enjoy the sport.
Communication					
Venue access information easy to find on your website					Produce a copy of this matrix under your self-audit as a good start
Easy communication tools for participants and the public					Do you have a phone number that participants and new members can call through to get more information? Not everyone is comfortable looking on the website for this information and it helps to have other contact options available. Being able to speak to someone in advance can really take away the anxiety a participant may feel in trying something new.
Accessible website					All text on images, clear fonts with no images behind, ect
Inclusive communications					Communication in multiple formats, bigger fonts available, audio only, a phone number and email address on the contact page etc.
Equality and Diversity policy that is regularly reviewed					For templates please refer to the BF website.

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Workforce support					
Coaches confident in adapting training					Are your coaches skilled in their understanding of the forms they are teaching, and able to easily adapt their methods to different individuals? Do

to different participants					you look at the people you have in the room and build your class around them or is it the same week on week?
Coaches trained/mentored in inclusive coaching					Some ways to build coaches education is to participate in CPD courses, workshops, attend inclusion events, etc
Welcoming staff who are inclusion focused					For example are you LGBTQ+ friendly? Is there someone at the entry area helping new participants find their way around? Is there a phone participants can call and text to get more information before they attend? Etc
Are you connected to your local community?					Do you understand the needs of the people in your local area? Are you reaching out to the local people and working in partnership with other clubs and organisations around you?
Are you representative of your local community.					A good way to look at this is ask yourself the question, is your club representative of those in the local community as opposed to the wider population? And have you thought about partnering with local community groups and other inclusive sports groups in the area? Do you give bursaries and discounts to those in high deprivation areas? How are you advertising?
Inclusive club membership packages & payment methods					Consider bursaries for low-income members, support workers play for free, multiple payment options including cash etc.
Regular reviews of policies					Review your policies regularly and update if required to ensure best practice is maintained.
Are you targeting your community marketing towards marginalised groups?					For instance women and girls, LGBTQ+ community, Disabled participants etc. Showing these groups through your images and information that you are welcoming to them. Are there other ways than the internet you could advertise?