

# Do you need help to make your Council events accessible for everyone?

*Make your events accessible to people with a disability!*

Planning an event is usually a lengthy and time consuming process and unless you cater for everyone's needs, you may find yourself receiving a formal disability discrimination complaint. Even if you have organised many events in the past and unless you are well versed about disability access issues, there will be information contained in the workshop that will surprise you and help you make your event completely accessible.

**Deb Whitecross Enterprises** can assist your events organisers to reduce the likelihood of a disability specific complaint. We will come to you to provide a practical 3 hour workshop and information session tailored to suit your needs that will give you ideas, tools and templates for you to confidently create an 'accessible' event.

## Who is this workshop for?

This workshop is for any person or team that organises a community gathering of any type:

- Event managers
- Admin assistants
- Youth workers
- CEO's PA
- PAG coordinators
- Marketing workers
- Hall keepers
- Children's services
- Aged care services

## Events that include:

- Festivals or other outdoor functions
- AGMs
- Forums or public launches
- Community consultations
- Council meetings
- Sit down functions
- Workshops or seminars
- Sporting events
- Music festivals



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## Contact us for more information:

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## The 3hr session includes:

- Providing accessibility
- Planning for inclusive events
- Selecting the right venue
- Site maps and signage
- Equipment and technology
- Catering
- Mini 'access audit' training
- 'Simple English' session
- Writing for the print impaired
- Reviewing existing materials
- Checklists and much more .....