

**Accessibility questions for professional services businesses**

Company name:

Contact name:

Website:

Please complete as any of the points below as can, if you cannot answer a question, please leave it blank.

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Building Entrance</b>
		Our main entrance doorway is level from the street/ is a very slight slope
		Our main entrance is accessed via ..... steps
		There is a handrail at the steps
		We have a portable ramp
		Our main entrance is accessed via a permanent ramp
		There is a handrail at the ramp
		The width of the doors is [..... ] cm/ [..... ]feet [..... ]inches
		The entrance doors are: side-opening / sliding / usually open / other information .....
		There is a bell at the door which can be heard by staff
		Visitors can be helped with the door/s on arrival
		<b>Reception and Shared areas</b>
		There are seats for customers [write no of seats:] .....
		There is a hearing loop at reception
		A lowered reception desk section for wheelchair users.
		There is level access throughout the office
		The office is located over ..... floors
		The route through the office is 800mm wide, or more.
		The interior is brightly lit
		There is good contrast between colour of walls and floors
		Braille or tactile signs on room doors where possible.
		Step free access to meeting rooms
		Adequate space for wheelchair users to move around tables
		Adjustable-height tables
		Printed materials available in large print on request.
		We display the sunflower symbol and our staff are aware of hidden disabilities
		Our toilet is an accessible toilet
		We have baby changing facilities

		We welcome assistance dogs and can provide water bowls for them. Please ask staff for assistance.
		There are emergency evacuation procedures in place for disabled visitors.
		<b>Business support</b>
		Accessibility information is easy to find on front page or main contents of business website
		We would like to feature as a free listing showing that we have accessibility information on Welcome to Skipton
		I would like to receive any information with further help on accessibility provision
Further comments/information:		