

## **Oban Communities Trust**

### **Access Policy**

This policy is a supplement to OCT general policy on equal opportunities.

The equal opportunities policy and the necessity of observing its provisions are drawn to the attention of people using the site on our booking form and this will continue to be the case. The policies also apply to the other groups directly linked to OCT

#### ***Accessibility***

Accessibility has been built into the design, which meets DDA compliant. Particular features ensure safe and easy access for all, including

- wheelchair access
- a dry sound floor, to avoid slips etc by those who have unsure footing
- doors and accesses wide enough for wheelchairs, pushchairs etc
- a disabled parking bay

OCT will ensure that as site is developed Accessibility to buildings will be maintained

#### ***Engagement with the community***

OCT Engagement policy follows National Standards for Community Engagement

Contact is maintained via face to face to face meetings ; newsletter, website, regular communication with users and supporters and Facebook /Twitter page plus regular editorial in our local paper ( Oban Times). This ensures that activities promoted by OCT and where relevant elsewhere meet the needs of the various groups in the local community.

OCT is a member led organisation and has been actively engaged with the wider community to encourage use of the Centre by potentially excluded / isolated groups such as young people, carers and the elderly. OCT will continue to use innovative engagement to support the development of the site. e.g. Pop up focus groups; stands at events; Inspired ( ideas sessions) Let's Make a Scene; Survey Monkey and other on line discussion

#### ***Promotion***

Promotion involves drawing the attention of people in the local community to the provision on offer in the Centre. When promotion is taking place, care is taken to target any groups or individuals who might otherwise be excluded; carefully assessing communication and publicity mechanisms ; assessing very specific access needs, dietary specifications, security arrangements etc in relation to potential Hall users.

#### ***Service modification***

This involves making arrangement where necessary to facilitate participation by people otherwise potentially excluded (eg carers, disabled people, young parents) by, for example, modifying the times when activities take place, the type of activity involved, adjusting to suit bus and ferry times etc.

#### ***Future plans***

As site is developed OCT will review and discuss with beneficiaries any specific barriers to participation