

A SEBA PRACTICAL GUIDE FOR CHURCH LEADERS / STEWARDS ON DISABILITY AWARENESS



PLEASE NOTE : This list is not an exhaustive list!

<p>VISUAL IMPAIRMENT</p>	<p>STEWARDS</p> <ul style="list-style-type: none"> € Identify yourself by name and as a steward. € Guide a blind person to their seat. € Explain to a visually impaired person where things are located. € Provide space for a guide dog to lie down. € Ask if you can be of any further help. € Ask someone you know to sit with them if they are on their own. <p>CHURCH LEADER / SPEAKER</p> <ul style="list-style-type: none"> € Ensure that large print song sheets are available if required (also for those who cannot stand for any length of time and who might not see the screen when sitting down). € Ensure that any printing on hand-outs is large enough. € Is any information shown on a screen in a large Sans Serif font with clear colours and a contrasting background? € Make available print-outs of power-point slides (large enough to be clearly read and seen)
<p>HEARING IMPAIRMENT</p>	<p>STEWARDS</p> <ul style="list-style-type: none"> € Provide space for a “Hearing” dog to lie down. € Look at the person directly and speak at normal speed with clear (not exaggerated) lip patterns. € Ensure that your face and mouth can be seen clearly when speaking to someone with a hearing impairment. <p>CHURCH LEADER / SPEAKER</p> <ul style="list-style-type: none"> € Use any sub-titles available on DVDs you are using. Can anyone use sign language from the front? € Ensure that the venue’s “loop system” is turned on and working (advertise this on any publicity). Also ensure that those speaking always use the microphones provided to ensure the loop is validated. € Is the PA system working adequately? € Can tapes / CDs / computer MPEG downloads be made available to folk after (or soon after) the event?
<p>SPEECH IMPAIRMENT</p>	<p>STEWARD</p> <ul style="list-style-type: none"> € Give your whole, unhurried attention with good eye contact when speaking with someone with a speech impairment. € Remember the person with speech impairment may use another method of communication – e.g. writing notes. € If you really cannot understand them, do not pretend you can. See if someone else can help – it is partly a matter of experience.

MOBILITY IMPAIRMENT	<p>STEWARD</p> <ul style="list-style-type: none"> € Always ask a wheelchair user if he or she would like assistance before you help! € Try to sit or crouch down to talk to wheelchair users so that eye contact is easier. € Provide seats near to the entrance for people with mobility difficulties to minimise walking. € Where would the wheelchair user leave the building if there was an emergency (maybe a separate door than the one being used by others)? <p>CHURCH LEADER / SPEAKER</p> <ul style="list-style-type: none"> € Is there clearly signed disabled car parking at the venue? € Is there a drop-off area in the car park for those with disabilities? € Is your venue wheelchair friendly? Either way let this be known on the publicity beforehand. All door thresholds should be less than 15mm high! Are door ramps available? Are corridors free from obstruction etc. € Is there a wheelchair accessible toilet? € Advertise mobility facilities or difficulties in any publicity beforehand.
LEARNING DISABILITIES	<p>STEWARD</p> <ul style="list-style-type: none"> € Be patient; give them plenty of time when speaking with them. € Don't assume that the person cannot understand you. € Equally, don't assume that fluent speech always implies ready comprehension by word alone. Some will grab at keywords and may miss the little ones that change the whole sense. Many will be helped if words are backed with other modes of communication – so point as you say 'go that way', demonstrate as you explain something, etc. € Remember that people with limited speech skills are often skilled in reading body language – they will recognize whether you are giving out welcoming vibes or are a bit thrown by them even when you try to hide this. A warm smile is worth many words.
GENERAL	<p>CHURCH LEADER / SPEAKER</p> <ul style="list-style-type: none"> € Is written material available on tape or alternative formats? € Is there a suitably qualified First Aider present?
FURTHER INFORMATION	<p>“BUiLD” (Baptist Union Initiative with People with Learning Disabilities). BUiLD supports Baptist churches to be inclusive and welcoming for people with learning disabilities, and has a range of resource materials. Many BUiLD groups are also part of the Prospects network. Contact: David Buckingham, 37 Sandon Avenue, Newcastle under-Lyme, Staffs, ST5 3QB Tel: 01782 618966, Email buildtogether@northern.org.uk Also: “Through the Roof” www.throughtheroof.org</p>