



# COMIC ART & ZINE FAIR

## ORGANISER'S ACCESSIBILITY CHECKLIST #1



# Why we need an Accessibility Checklist for Comic Art & Zine Fairs

In the UK Comic Creators research report 2020 (Hannah Berry / Audience Agency), produced during Berry's tenure as UK Comics Laureate, 21% of survey participants identified themselves as living with a disability. Government statistics (2021 – 2023) state that 16 million people in the UK are living with disabilities – 24% of the total population. Of the general population, the rate of disability is 11% of kids and 23% working age adults. Mobility was the most frequently reported impairment at 47%.

In recent years, the comics community has endeavoured to be more equitable, evidenced by many fairs/conventions adapting their provisions for neurodivergent attendees. However, access and inclusion has not been evenly distributed across different events, or with different communities. Anecdotal evidence indicates roll-back of previous achievements, and especially a lack of provision for those living with physical disabilities.

Developed in consultation with the Society of Authors' Authors living with Disability and Chronic Illness committee, this checklist aims to give event organisers the tools they need to clearly and equitably communicate the access and inclusivity of their event to disabled exhibitors, guests and audiences from the outset.

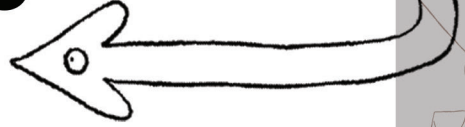
As part of a larger, digital, project, this checklist will make it far easier for disabled visitors to understand venues, plan their journeys and to make informed decisions about how they might participate in comics events and conventions.



UK Comic Creators research report 2020,  
(Hannah Berry / Audience Agency)

Zara Slattery  
SOA - CCN  
CCIC

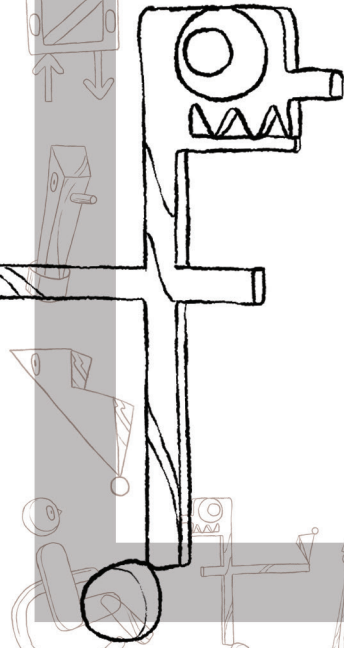
# Where are you?

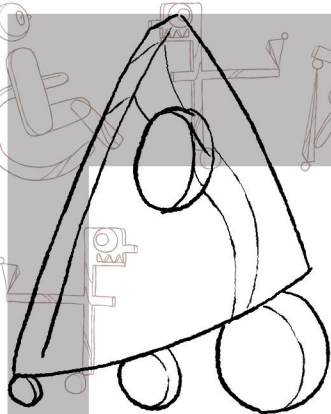


A drawn map is really nice. Ensure that the venue and the route are clearly visible. Link to an online map that clearly shows distances and the option of viewing the terrain, e.g. road surfaces or elevation - these are considerations for people with mobility issues.

# How to get there?

List transport options to your venue; nearest train, tram or tube station; buses and road. Link to official sites with timetable and access information. N.B. Not all local train and tube stations are accessible to wheelchair users.





# Parking

Communicate whether your venue has a carpark with dedicated disabled parking or if reserved parking is available. If not on site, list the nearest carpark or roadside options.

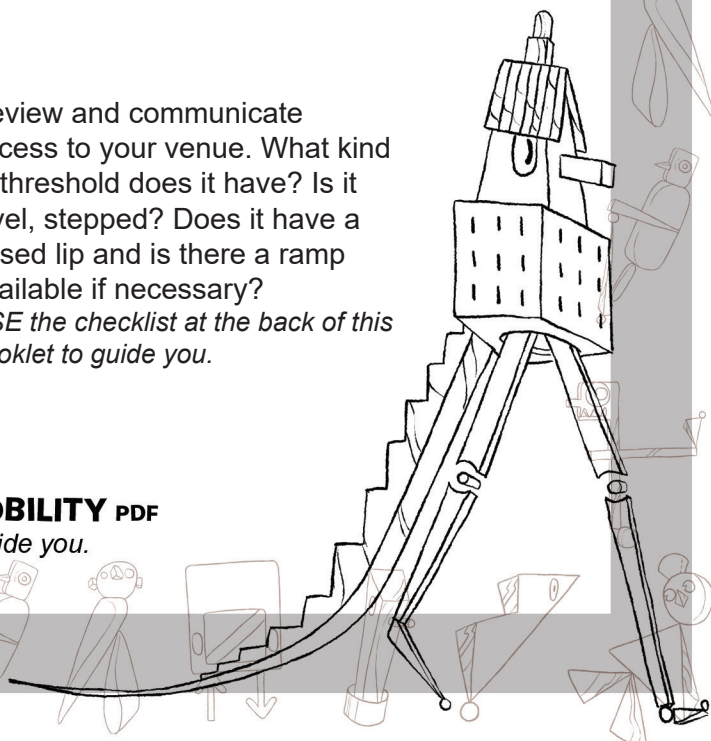


# Access into venue



Review and communicate access to your venue. What kind of threshold does it have? Is it level, stepped? Does it have a raised lip and is there a ramp available if necessary?  
*USE the checklist at the back of this booklet to guide you.*

*USE the ...*  
**\*INCLUSIVE MOBILITY PDF**  
*in the checklist to guide you.*



# Inside access

Tell guests, exhibitors and visitors where your event is happening within the building. Let them know if it is on one floor, one level or split level and if there are lifts, what kind of lifts. Communicate whether the interior of your venue and events are fully accessible to all.

*USE the checklist at the back of this booklet to guide you.*

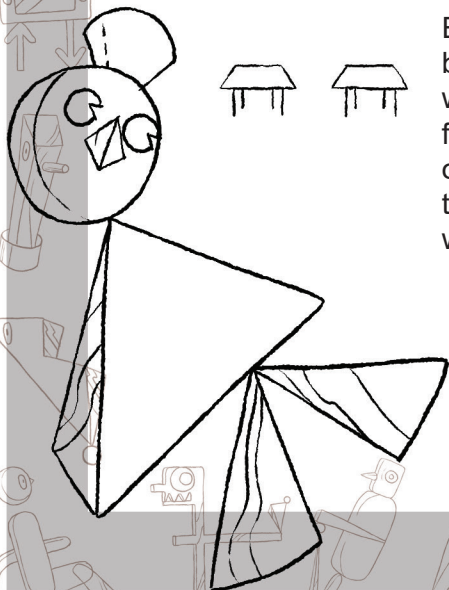


# Table access

Ensure there is room between and behind tables for exhibitors to access with ease. Allow enough aisle space for visitors to comfortably pass each other. Think about the layout and if there is adequate turning space for wheelchair users or mobility scooters.

*USE the ...*

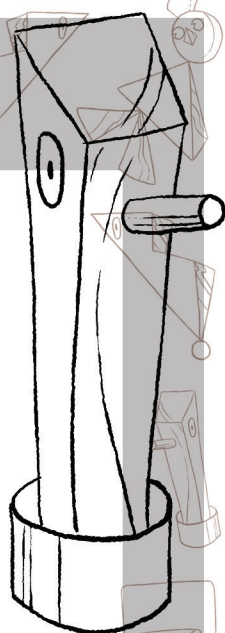
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# Toilet facilities

Tell guests what kind of toilet facilities your venue has, and if their location is accessible. Be sure to communicate if they are in the building or external portable facilities. If your venue doesn't have accessible facilities, where are nearest ones?

*USE the checklist at the back of this booklet to guide you.*



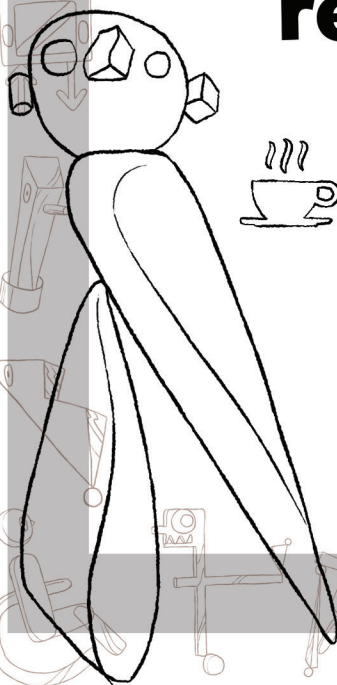
# Quiet room & refreshments

Does your venue or event have a cafe or refreshments available? Are there dietary options available, i.e. vegan or gluten free? If you have outside catering, link to their website if they have one.

Let visitors know if you have a rest area with seating or quiet room.

*USE the ...*

**\*INCLUSIVE MOBILITY PDF**  
*in the checklist to guide you.*



# Talks, panels and presentations

Do you have talks, panels and presentations at your event? Communicate the accessibility of these events. Let people know if they are in-person; hybrid; have subtitles; a signer available; an induction loop.

\*Invite all panelists to speak through a microphone.  
*N.B. Not all disabilities are visible.*

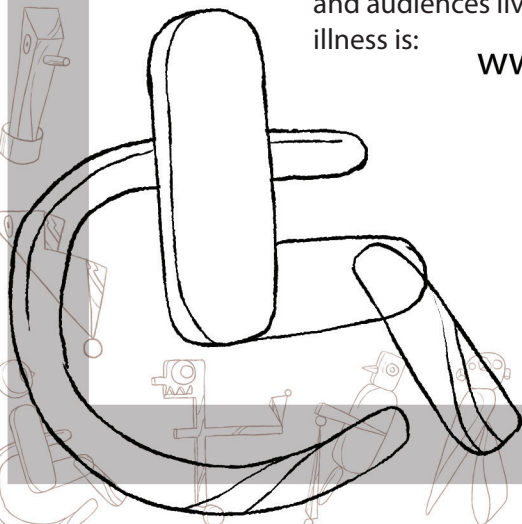
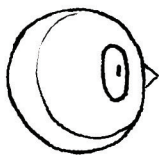
\*Promote the availability of interpreters ahead of time so attendees can request them.

\* If you are hosting a panel on a raised platform, consider its accessibility and make provision.

\*Ensure any pre-recorded video content has captions.

A great resource in supporting you in making your event inclusive and accessible to creators and audiences living with disability and chronic illness is:

[www.inklusionguide.org](http://www.inklusionguide.org)



# Things to consider

\* Communicate the accessibility of your venue from the outset, and make this information is easy to find on your website and socials.

\* Do you have support available to assist anyone who needs it? Is there a dedicated phone number and/or is there a team of volunteers to help at the venue? Let guests, exhibitors know in your general information.

\* What is your carers policy? Do you offer a complimentary ticket for a carer?

\* What is your venue's policy on assistance dogs? Be sure to communicate this.

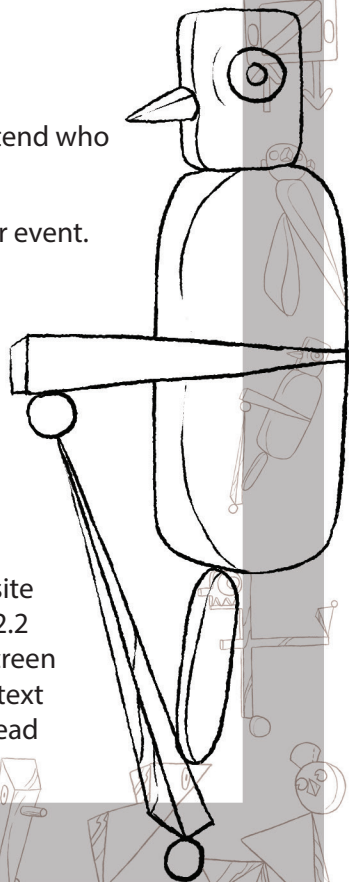
\* Do you offer a quiet hour to enable visitors to attend who are unable to navigate busy spaces?

\* External noise levels within your venue or at your event. Are they conducive with active participation?

\* Invite a post-event accessibility feedback option. This will enable you to better fulfil EDI principles.

\* Not all venues are fully accessible, however, if you consider access in your planning more people will enjoy your event with or without specific needs.

\*Is your festival/fair website fully accessible? (WCAG 2.2 AA standard including screen reader compatibility, alt-text for images, and easy to read fonts).





# Communicate your venue's access

## Before you start:

\* Your venue may already have an accessibility page. Link to this and be sure to communicate on your event site and social media.

\* Your venue may already feature on [www.accessable.co.uk](http://www.accessable.co.uk)  
If so, link to this and be sure to communicate on your event site and social media.



**\*\*Be sure to add access details specific to your event.\*\***

## Useful app & review sites:

### Roll Mobility

[www.rollmobility.com](http://www.rollmobility.com)



### Snowball Community

[www.facebook.com/FreezeSnowball](http://www.facebook.com/FreezeSnowball)



### Euan's Guide

[www.euansguide.com](http://www.euansguide.com)



# CHECKLIST

## PARKING



On site disabled parking



Reservable on site parking



On site parking



Disabled Bays. St. parking



On street parking



No parking

## BUILDING ACCESS



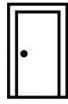
Level access



Ramp access



Platform lift access



Raised threshold



Steps with bannister



Stepped access

## INSIDE BUILDING ACCESS



Mobility Scooter accessible



Wheelchair accessible



Platform lift



Chair lift



Standing only lift



No lift or other

## EVENTS ACCESS



One level



Split level

\* **INCLUSIVE MOBILITY**  
GOV.UK PDF



## TOILET FACILITIES



Adult changing



Wheelchair accessible



Portable



No disabled WC

## REFRESHMENTS & QUIET ROOM



In house cafe



Drinks available



Nearest cafe



Quiet Space

## ASSISTANCE, CARERS POLICY and ASSISTANCE DOGS



Dedicated assistant



Team available to assist



Carers policy



Assistance dogs

## PANELS



In Person



Hybrid



Signer available



Subtitles available



Induction loop



# NOTES:

## THANKS TO:

The Comics Cultural Impact Collective  
crew! (CCIC)  
Society of Authors' Authors with  
Disability & Chronic Illness!



*A Rising Tide Lifts All Boats!*