



RYA SAILABILITY FOUNDATION ANNUAL AWARD

Self Assessment

Section One – Club Profile

	Club/Organisation contact details	Sailability Group Contact
Club Name		Contact:
Address		
Tel:		
Fax:		
Minicom:		
Email:		

1. Type of Water and Boats

Please circle type of water: River Estuary Coastal Lake
 Tidal Non Tidal

Please list type and number of boats used by disabled sailors:

Sailability Group owned	Club owned	Club member loaned

2. Activity Information

Is your club/group affiliated to the RYA	Yes / No
Date of last affiliation	_____
Is your club/group and RYA Training Centre	Yes / No
Does your club offer RYA Practical Courses	Yes / No
Does your club offer RYA Theory Courses	Yes / No
Date of last Training Centre Inspection	_____
Do you have an ALAA licence (<i>Adventure Licensing Activities Authority</i>)	Yes / No
Does your club/group offer Taster Sessions	Yes / No
Does your club/group provide Recreational Sailing	Yes / No
Does your club provide Racing and race coaching	Yes / No
Is adequate insurance in place.	Yes / No
Are you a	
1) Registered Charity	Yes / No
2) Registered for VAT	Yes / No

3. General Information

Are the present users primarily: groups? individuals?

Cost of participation per session (*daily sailing fee*) _____

Cost of membership (annual subscription) _____

Which days/sessions of the week is sailing available _____

Which months of the year is sailing available _____

Is the club and/or group aware of its duties under the DDA Yes / No

Are disabled members of your club/group represented on the main club committee? Yes / No

In which year was the Sailability group founded? _____

Do you have a sign in book? Yes / No

4. Training 2003

Has your club/group a good level of training and representation in disability matters? Yes / No

How many members of the club/group have attended a Sailability disability awareness course?

How many members of the club/group have attended a disability awareness course operated by another organisation?

How many members of the club/group have attended Sailability volunteer management training course?

How many members of the club/group have attended a volunteer management training course operated by another organisation?

Is there an induction programme for new volunteers and sailors Yes / No

5. Manual Handling

Is there a policy on moving and handling?	Yes / No
Is there a certificated hoist?	Yes / No
Is the hoist regularly maintained?	Yes / No
Are volunteers trained to use the hoist?	Yes / No
Has a risk assessment been completed for sailors requiring moving and handling assistance?	Yes / No

6. Child Protection

Do you have a Child Protection & vulnerable disabled adults Policy	Yes / No
Is there a procedure for reporting suspicion of abuse	Yes / No
Name of Child Protection Officer _____	
Is the name of the Child Protection Officer displayed on the premises	Yes / No
Have any sailors, members or volunteers attended a Child Protection Course	Yes / No

7. Volunteers and Sailors

How many disabled sailors use your club/group facilities?
How many of them are regular sailors?
How many volunteers does your club/group have?
How many of them are regular volunteers?
How many of the volunteers have disability awareness training?
How many of the volunteers have a disability?
How many of the volunteers are over 45?
How many of the volunteers are woman?
How many of the volunteers have RYA coaching or assistant qualifications?
How many employed/contracted staff eg. Instructors, Coaches, are involved with sailing for disabled people

8. Recruitment

How do you recruit new sailors

How do you recruit new volunteers

Section Two – Assessing Accessibility of your club

1. Arriving at and entering the building

Are there wide, marked and reserved car parking spaces available on firm ground?	Yes / No
Do the footways from the car park to the main entrance have a firm surface and dropped kerbs?	Yes / No
Do all changes of ground level have permanent ramps of acceptable gradient with handrails on both sides?	Yes / No
Do all ramps have a level area at top and bottom?	Yes / No
Do all steps have contrast markings on the edges and handrails at both sides?	Yes / No
Is the main entrance door wide enough for a wheelchair and both leaves of a double door normally unlocked?	Yes / No
Does the main door have an easily-gripped handle and does it open with a gentle pull or push?	Yes / No

Decision

Is it easy for a wheelchair-user to arrive, park, and enter the building?	Yes / No
Is it easy for a mobility-impaired person to arrive, park and enter the building?	Yes / No
Is parking and entry to the building possible only for people with good walking ability?	Yes / No

2. Inside the building

Are all corridors and public spaces large enough to allow wheelchairs to move around freely?	Yes / No
Are walls, ceilings, floors, and doors coloured in a way that helps people with visual impairment?	Yes / No
Are all signs and notices easy to read?	Yes / No
Is the lighting of good quality with no glare or large areas of shadow?	Yes / No
Are any large areas of glass prominently marked to enable them to be seen easily?	Yes / No
Do doors have easily-gripped handles and easily operated closing mechanisms?	Yes / No
Can all fire escapes be used by a wheelchair?	Yes / No
Do all stairs have uniform treads and risers, handrails at both sides, and visual markings on the tread edges?	Yes / No
Do all internal ramps have a non-slip surface, handrails at each side, and an acceptable gradient?	Yes / No

Decision

Is it easy for a wheelchair-user to move around inside the building?	Yes / No
Is it easy for a mobility-impaired person to move around inside the building?	Yes / No
Is movement inside the building possible only for people with good walking ability?	Yes / No
Are there hazards in the building that might create difficulties for a blind or visually-impaired person?	Yes / No

3. Toilets

Is there a wheelchair-accessible toilet to an approved design (BS8300)	Yes / No
Does it have an alarm with a red full-length pull-cord?	Yes / No
Is the accessible toilet unisex?	Yes / No
Is there a protocol for responding to an alarm?	Yes / No

Decision

Is it possible for a wheelchair-user to use a toilet in the building?	Yes / No
Are toilets usable only by those who are able to walk?	Yes / No
Is it possible for people of different genders to use an accessible toilet cubicle?	Yes / No

4. Changing and showers

Are there wheelchair-accessible changing rooms with wide benches?	Yes / No
Is any accessible changing room unisex?	Yes / No
Are there large storage lockers for medical equipment?	Yes / No
Is there a wheelchair-accessible shower with a flexible hose, handrails, and a shower curtain?	Yes / No
Does any accessible shower have a fold-away seat?	Yes / No
Are the shower controls easy to operate?	Yes / No
Does an accessible shower cubicle have an alarm with a red full-length pull cord?	Yes / No
Is there a protocol for responding to an alarm?	Yes / No

Decision

Is it possible for a wheelchair-user to get changed and take a shower?	Yes / No
Is it possible for someone with impaired mobility to get changed and take a shower?	Yes / No
Is it possible for someone to change and shower whilst receiving assistance from someone of the opposite gender?	Yes / No

5. Visual impairment

Is printed material available in large-print, on tape, or by electronic means?	Yes / No
Are all hazards or changes in level clearly marked in contrast colours?	Yes / No

Decision

Is it possible for a person with impaired vision to receive and understand printed material?	Yes / No
Is it possible for a person with impaired vision to move safely around the building?	Yes / No

6. Hearing impairment

Is a system available for obtaining the services of a sign-language interpreter?	Yes / No
Is a hearing-aid induction-loop used whenever information is given verbally?	Yes / No
Are audible fire alarms supplemented by visual alarms?	Yes / No

Decision

Is it possible for profoundly-deaf people to take part in club activities and to use their own language?	Yes / No
Is it possible for hearing-aid users to receive and understand information that is given verbally?	Yes / No

7. Learning disabilities

Is there an understanding of the needs of people with learning disabilities?	Yes / No
Are people with learning disabilities treated with respect and dignity according to their age?	Yes / No
Is information given to people with learning disabilities reinforced by repetition?	Yes / No

Decision

Is the club welcoming to people with learning disabilities?	Yes / No
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8. Getting on to the water

Is the route to the water easy to find, does it possess a firm surface, with no steps or steep gradients?	Yes / No
Are any projecting hazards such as cleats marked with contrast colours?	Yes / No
Is the route to the water free of obstructions?	Yes / No
Does any pontoon or jetty have an access ramp?	Yes / No
Does any pontoon or jetty have a contrast-colour edge marking?	Yes / No

Decision

Is it possible for a wheelchair-user to easily reach the water's edge?	Yes / No
Is it possible for a person with a mobility impairment to reach the water's edge?	Yes / No
Is it possible to a person to be hoisted into a boat?	Yes / No

SECTION 3 – SUMMARY OF YOUR ASSESSMENT OF YOUR CLUB

In order to decide if your premises are suitable for certain categories of disability it is necessary to review the decisions that were made in Part One and then to answer the questions below. The term “fully use the club’s facilities” in the questions refers to a disabled sailor being able to arrive at the premises, change clothes, sail, take a shower, use the toilet, use the social facilities and receive training – in short, the usual activities that in which any club member would expect to join.

- | | |
|-------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| 1. Is it possible for a person with limited mobility, perhaps someone who uses crutches, to fully use the club’s facilities? | Yes / No |
| 2. Is it possible for a person who uses a wheelchair and needs the assistance of another person to fully use the club’s facilities? | Yes / No |
| 3. Is it possible for a person who uses a wheelchair but who is generally independent to fully use the clubs facilities? | Yes / No |
| 4. Is it possible for a person who is profoundly Deaf and who uses sign language to fully use the club’s facilities? | Yes / No |
| 5. Is it possible for a person who has a hearing impairment and who uses hearing aids to fully use the club’s facilities? | Yes / No |
| 6. Is it possible for a person who has little or no useful sight to fully use the club’s facilities? | Yes / No |
| 7. Is it possible for a person with impaired vision to fully use the clubs facilities? | Yes / No |
| 8. Is it possible for a person with impaired vision and impaired hearing to fully use the club’s facilities? | Yes / No |
| 9. Does the club understand the needs of people with learning disabilities and welcome them? | Yes / No |

For which disability groups is Foundation Status sought

Ambulant		Hearing Impaired	
Partially Ambulant		Blind	
Non Ambulant Assisted Transfer		Visually Impaired	
Non Ambulant Independent Transfer		Deaf/Blind	
Profoundly Deaf		Learning Disability	
Individuals		Groups	

I confirm that I am authorised to sign this document on behalf of the club.

To be signed by Chairman, elected member or RYA Training Centre Principal

Signed **Date**.....