**Inclusive Event Considerations**

The best way to ensure that you are hosting an inclusive event is to break down your activity into its component parts and determine if those components create barriers to students participating.

Consider the accessibility of the event, from parking to automatic doors to lift access.

Consider the financial implications of your event, are your tickets reasonably priced?

Consider the level of experience your activity/event requires participants to have.

Do you have enough equipment for your event to be safe?

Is the timing of your event considerate of other commitments participants may have, such as childcare?

Use the table below to consider all of this and any other considerations you wish to make for your event!

|  |
| --- |
| **Inclusive Event Considerations** |
| **Society Name:** |  | **Event Lead:** |  |
| **Event title:** |  | **Position:** |  |
| **Considerations** | **Impact this will have on attendees** | **How will we lessen the impact?** | **Post-Event review: Did these actions work?** |
| Accessibility |  |  |  |
| Financial |  |  |  |
| Activity experience |  |  |  |
| Equipment – do we have enough? |  |  |  |
| Timing |  |  |  |
|  |  |  |  |
|  |  |  |  |