Access Planning Toolkit

What's in your access plan?

INFORM
Get to know the different types of access (e.g. physical, intellectual, sensory)

ASSESS
What do you already have in place?

ACCOMMODATE
What can you do to remove or mitigate barriers to access?

COMMUNICATE
Who needs to respond and are they trained?

RESOURCE
What do you need financially? Is there funding available?

Know your Access Plan

- Make it **ACTIVE**: supported by your governing bodies, used by all levels of staff and volunteers
- Make it **SIMPLE**: focus on your visitor profile and their needs
- Make it **FLEXIBLE**: easy to update
- Make it **REALISTIC**: works with your resources
- Make it **HONEST**: clear information is better than no information

Contact MGS at Accreditation@museumsgalleriesscotland.org.uk