






# Neurodiversity Accessibility Checklist



## ✓ Guided Tours

1. Culture		
	<p><b>Be culturally aware!</b> Work in collaboration with the Neurodiverse community. Review the Neurodiversity Information pamphlets provided. Ensure that any materials that you produce follow the cultural sensitivity guidelines. Seek guidance from the Neurodiverse community when shaping your plans / materials.</p>	<input type="checkbox"/>
2. Environment		
	<p><b>Sensory accessibility is a key factor!</b> ePlan for a Neurodiversity friendly event. Advise your tour leaders to make a trial run in advance, taking note of sensory hotspots. Triggers may be: fluorescent lights, bells and alarms, multiple/loud conversations, etc. Advise guides to introduce triggering spaces before entering, and limit time spent there.</p>	<input type="checkbox"/>
3. Safe Space		
	<p><b>Provide Safe Spaces!</b> Plan a safe space into your tour and give participants a break. Taking time to recharge alone can help regulate energy levels and limit overstimulation. For a campus tour, this might look like 5 minutes of alone time to explore the gardens. For a library tour, 5 minutes for students to find their discipline section on Level 3.</p>	<input type="checkbox"/>
4. Adjustments		
	<p><b>Enhance Equity!</b> The right combination of accommodations makes a big difference. Consider which types of sensory and accessibility accommodations you can provide. This may involve offering buckets of earplugs and/or fidget toys at registration tables. While you may not be able to offer a perfect sensory environment, try to meet halfway.</p>	<input type="checkbox"/>
5. What to Expect		
	<p><b>Communicate expectations clearly!</b> Help participants plan for your event in advance. Use your promotional materials, websites, etc. to clarify what to expect on the day. Anything from dress-code, to sensory environment, to 'what to bring' can be helpful. Also be sure to promote your chosen accessibility features to encourage attendance!</p>	<input type="checkbox"/>