



## Diversity and difference checklist

### Accessible reading formats

Are your written materials available in a range of different formats? Think about easy read, large print, braille. You don't have to make all your materials available in all different formats, but you should have a process in place to ensure you can provide them within reasonable time should anyone ask for them. [NHS England's Accessible Information Standard](#) can give you more guidance.

### Shaping your activities / events

Understand who you would like to take part; is the activity you have planned tailored to your audience? Think about how you can ensure they are relevant and safe spaces for people to come to.

### Different language needs

Have you thought about the needs of people who don't speak English or are learning English as a second language? Think about whether you can have written resources translated or if a translator is needed. If you don't have resources for this what other provision can you make?

### Cultural perspectives

How people understand and talk about mental health will be personal to them, their culture's understanding and perspective on mental health will affect this. Think about the language & methods you use to ensure they are relevant; it can be really helpful to speak with community leaders or organizations to understand how best to hear views and work together.

### Hearing impairments

Ensure you understand what the person / people with a hearing impairment need. Think about hearing aid induction loops, real time subtitling, having a signer present

### Dietary considerations

If you are providing food, even biscuits and snacks make sure you ask all participants of any requirements they have before the activity. Think about allergies, religious restrictions and medical considerations e.g. Diabetes

### Wheelchair access/dimensions

Always ask participants if they have any mobility requirements. Think about the venue you are using, can a wheelchair access the space you are using and the toilets? Is the space you are using on the 1st floor or higher? Find out if there's a working lift to enable anyone who can't use the stairs access.

Always ask people what they need to take part and make reasonable adjustments whenever possible. People will feel valued and enabled to take part, they will gain more from the experience as they'll be able to meaningfully take part. This means you will gain too as they'll be able to share their experiences, views and ideas more easily.