DISABILITY MINISTRY Assessment Tool

Now you are the body of Christ, and each one of you is a part of it. 1 Cor. 12:27 ESV

Congregational Attitudes

1 Do people with disabilities currently attend and participate in worship services and partake of the Sacraments?

2 Do people with disabilities currently attend and participate in educational opportunities?

3 Do people with disabilities currently attend and participate in fellowship opportunities?

4 Do people with disabilities currently attend and participate in service and outreach opportunities?

5 Do people with disabilities currently serve in leadership roles within the congregation?

6 Does the congregation advertise that people with disabilities are welcome?

7 Are accessible transportation options available for those who would like to participate in the life of the church but cannot drive?

8 Is someone clearly designated during busy times to assist in providing directions and information?

9 Does the congregation have a comfortable way for members with disabilities to provide input about barriers to their participation?

10 Are learning opportunities available so that all congregation members can increase their knowledge and comfort level for interacting with and including members with disabilities?

11 Are ushers, teachers and other leaders trained in the use of assistive technology that a member with a disability might need to use (i.e., wheelchair lift, communication devices)?

12 Are congregational leaders trained in recognizing symptoms of mental illness and interacting with members and their families when a person experiences an episode of his or her illness?

13 Do the pastor and appropriate congregation members have a listing of community resources and professionals to share with members with disabilities or mental illness, and their families?

14 Are the needs of members with disabilities regularly considered when planning modifications and new additions to congregational building structures, programming and fellowship?

15 Are worship services and programs held at times which are convenient for those members who require extra time to get ready in the morning?

16 Do congregation members observe etiquette when support animals are present, such as not petting or distracting the animal while it is working?

17 Does the congregation include members with behavioral difficulties?

Educational Program Considerations

1 Are programs held in spaces that are accessible to all members?

2 Is information during worship services, education classes, meetings and social activities presented with both a visual and an auditory component so that those with different learning styles can obtain the information?

3 Are educational programs designed to meet individual educational needs?

4 Are strongly-scented items, such as heavily-scented flowers or incense, avoided so that people with chemical sensitivities may be present during worship and programs?

5 Are copies or recordings of the sermon and educational programs available?

Website Content Considerations

1 Does a congregational website allow visitors to use various font sizes?

2 Does a congregational website feature strong color contrast on all pages?

3 Are the links on a congregational website easily navigated? Is information located in logical places?

4 Are audio tabs on links available for those with visual impairments?

Physical Access

A - Parking Lot

A1 Are distances minimized between the parking lot, drop off areas and accessible entrances?

A2 Are accessible parking spaces available with spaces and aisles totaling 13 feet for cars and 16 feet for vans?

A3 Are accessible parking spaces clearly marked? Are markings easily seen when driving in the parking lot?

A4 Are smooth, clear pathways always available from the parking lot to the accessible entrance?

A5 Are visual markers available at curbs to indicate where the level change is located?

A6 Are clean, clear curb cuts available at curbs?

B - Entrance(s)

B1 Is signage available to indicate where accessible entrances are located?

B2 Is a smooth, flat pathway, a ramp, or a wheelchair lift available at the accessible entrance?

B3 If a ramp is present:
  › Does the ramp should have a slope of at least a 12-inch for every inch of height?
  › Is the ramp at least 36 inches wide at all places?
  › Are railings available on both sides of the ramp?
  › Are resting spots with wide turning places available at least every 30 feet along the ramp?

B4 If outdoor steps are available at any entrance:
  › Is a railing available on both sides of the steps?
  › Are steps visually marked to indicate where each step ends?

B5 Is a working automatic door opener available that stays open for at least 10 seconds?

B6 If an automatic door opener is not available, can the door easily be opened with a closed fist using less than five pounds of pressure?

B7 Is ample space available in front of each door so a person using a mobility device can open the door and easily enter?

B8 Is the doorway of the accessible entrance at least 32 inches wide?

THE LUTHERAN CHURCH
Missouri Synod

C - Building-wide Accessibility

C1 Are all rooms on a level surface? If not, are they accessible by elevator, ramp or lift?

C2 Are clear, wide spaces available throughout the building for easy maneuverability when using a mobility device?

C3 Are all doors at least 32 inches wide?

C4 Are thresholds at doors less than ¼ inch high?

C5 Are floors smooth, not slippery, and in good repair?

C6 Are carpeting, rugs and mats made of a tight weave and low pile and securely attached?

C7 Are clutter and electrical cords absent along pathways?

C8 Are railings available on both sides of all staircases?

C9 Is color contrast or a slightly raised tread available on each step/staircase to indicate the location of each step/staircase?

C10 Are non-skid treads or texture available on steps?

C11 Is lighting in hallways and stairways adequate for reading signs and navigating obstacles?

C12 Is lettering on signs bold, in an easily readable font, and readable from a distance?

C13 Is strong color contrast available on clocks, signs, bulletins and announcement pages to enhance readability?

C14 Is an alert mechanism available to warn people with limited vision of low ceilings, space under staircases, items hanging from the ceiling, or objects protruding from the wall?

C15 Are Braille plaques available on signs and elevator controls?

C16 If an elevator is present:
> Do the doors stay open long enough for someone who moves slowely to enter the elevator?
> Are controls reachable from sitting position?

C17 Do fire alarms have visual and auditory signals?

C18 Are drinking fountains easily reached by people of various heights?

C19 Can telephones be used from a sitting position?

C20 Are accessible features repaired immediately when they are broken?

C21 Are projectors and televisions equipped with closed captioning?

D - Worship Space
(Including the altar, baptismal font, choir loft and nave)

D1 Are accessible places to sit located throughout and among the regular seating spaces (not just in the very back, the very front, or the aisles)?

D2 Are spaces between pews and chairs wide enough to provide easy entry?

D3 If kneelers are used, can they easily be placed out of the path of travel?

D4 Are large print and Braille worship and study materials available?

D5 Is bright, focused lighting in the sanctuary/pew area available for reading at all times of the day?

D6 Are printed sermons available?

D7 Can all areas in the worship space be accessed without steps?

D8 Is a system available to amplify sound for those who have difficulty hearing?

D9 Is a sign language interpreter available during worship services?

D10 Is there adequate lighting on speakers? Do speakers face the congregation?

E - Classroom Space

E1 Are desks, chairs, tables and other furniture throughout the classroom spaced widely apart to facilitate easy movement around the room?

E2 Do teachers, aides, volunteers, parents and for students communicate regularly to provide the best instruction and learning environment for children with special needs?

E3 Are classrooms organized and kept as neat as possible?

F - Offices and Equipment

F1 Is the congregation willing to purchase and install adaptive computer software as needed?

F2 Is office technology located at levels that can be accessed from a seated position?

F3 Is a TDD or TTY available in the office so that people who are deaf can communicate over the phone?

G - Restrooms

G1 Are accessible restrooms clearly marked?

G2 Are doors, stall doors and latches operated with minimal movement or effort?

G3 Are grab bars located on walls behind and next to the toilet at a height easily reached when sitting?

G4 Is a clear 5-foot diameter turning space available?

G5 Is knee space available under the sink, and the exposed pipes insulated?

G6 Can the faucet, soap dispenser and towel dispenser be reached while sitting?

G7 Can the faucet, soap dispenser and towel dispenser be operated with a closed fist?

G8 Is a mirror placed so that the bottom edge is no higher than 40 inches above the floor?

H - Exercise Facilities/Playground

H1 Are the playground surfaces easy to roll on?

H2 Are play features available at multiple levels?

H3 Are there alternatives to steps for reaching all levels of playground?

H4 Are lockers reached from a sitting position?

H5 If a shower is available:

> Is a threshold present at a shower entrance?

> Is a bath bench available?

> Is a non-skid surface available on the floor?

> Is a hand-held shower available?

> Are grab bars available along the sides of the shower?

Disability Ministry Implementation Plan

1 Of the items marked "No" throughout the Disability Ministry Assessment Tool, which items can your congregation address in the next month?

_____

_____

_____

_____

2 Of the items marked "No" throughout the Disability Ministry Assessment Tool, which items can your congregation address in the next year?

_____

_____

_____

_____

3 Who will be responsible for implementing the changes or modifications?

_____

_____

_____

_____

4 Will money be allocated in future budgets to address changes, modifications or new programs?

_____

_____

_____

_____

THE **LUTHERAN CHURCH**
Missouri Synod