Accessibility and Inclusivity

How?

Train your staff

One way to make your event more accessible and inclusive is to receive training and encourage other event facilitators to get trained! McGill offers many trainings throughout the year:

For Staff/Faculty

For students

Upcoming trainings on myInvolvement

Our Shared Spaces (through Teaching and Learning Services)

Encourage event facilitators to participate in events associated Black History Month, Pride Month, Queer History Month, Indigenous Awareness Week, etc.

Plan ahead

Assign someone to be responsible for ensuring the accessibility of the event.

Invite attendees to indicate whether they require accommodations (see sample text and checklist here under "Ask!").

Set aside funds to pay for accommodation requests.

Learn about the accessibility of your venue in advance.

Is it wheelchair accessible? Are there gender-inclusive washrooms?

Publicize accessibility features and barriers in advance.

E.g. "Service dogs welcome," or "Venue includes a flight of three stairs at the entrance with no ramp."

Consider your event's digital accessibility, particularly for hybrid or virtual events.