

# Sports and Rec Centre Access Guide

## How to take required measurements

It is important to take measurements for inclusion in your Access Guide. Potential customers will need these measurements to make an informed choice on the suitability of your venue.

This guide provides instructions for taking measurements and provides examples.

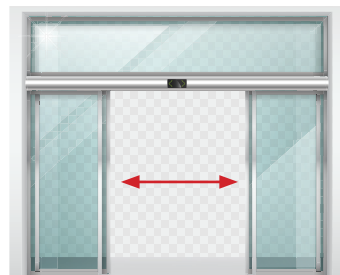
### Measuring Tape

- Measuring tapes are available in a variety of sizes.
- A three metre or five-metre-long tape will be sufficient.
- Please check the tape used has a metric scale on its ribbon. Many tapes will have both an imperial scale (inches and feet) on one side of the ribbon and a metric scale (millimetres and centimetres) on the other.
- Please record your measurements in mm.



### Horizontal clearance of doors for (if applicable):

- main entry door
- alternative accessible entrance
- accessible toilets
- sauna
- steam room
- gym
- gymnastics studio



Measure the clear width of the main entry door as shown. Please ensure to measure the clear space through the door opening.

1. Open door to its widest width.
2. Using measuring tape, measure from edge of actual door to opposite frame.
3. Record measurement in mm.

### Reception

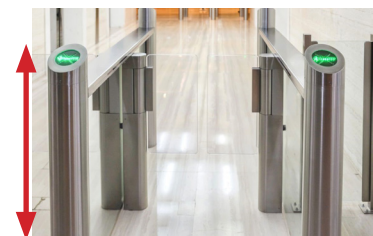
Measure the height of the main reception desk and the lower height reception desk, if applicable.

1. Please measure from the ground to the actual serving height.
2. Record measurements in mm.



### Turnstile Scanning Panel Height

1. Please measure from the ground to the highest part of the scanning panel.
2. Record measurements in mm.



### Turnstile Horizontal Clearance

Measure the clear width. Please ensure to measure the clear space through the turnstile opening for a wheelchair user to pass through.

1. Open turnstile to its widest width.
2. Using measuring tape, measure from edge of turnstile to opposite frame.
3. Record measurement in mm.



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knee clearance operating height

### Drinking Fountains (if applicable):

- indoor aquatics
- outdoor aquatics
- indoor sports
- outdoor sports
- outdoor recreation
- gym
- gymnastics studio

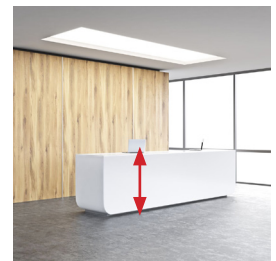
Measure the operating height of the drinking fountain and the knee clearance if applicable, as shown left. The knee clearance is the actual space for the knees of a person using a wheelchair to go when they roll up to the fountain.

1. Measure from the ground to the operating button.
2. If applicable, please measure the knee clearance of water fountain station from beneath top of fountain to ground.
3. Record measurements in mm.

### Cafe Service Counter

Measure the height of the main service counter and the lower service counter if applicable.

1. Please measure from the ground to the actual serving height.
2. Record measurements in mm.

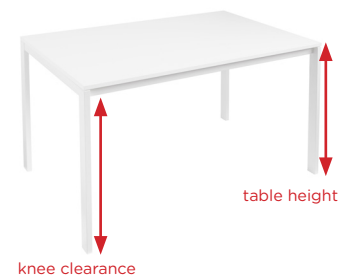


### Cafe - Height of most suitable indoor/outdoor table for wheelchair user

Measure the height and knee clearance of tables that would be most wheelchair accessible.

Wheelchair tables should have 4 sturdy legs. Table legs should not obstruct wheelchair footplates.

1. To measure table height, you will need to measure from ground to top of table.
2. To measure knee clearance, you will need to measure from beneath the top of the table to the ground.
3. Record measurements in mm.



### Changing Places

Please record the following for all Changing Places in your facility. This information can be found on the equipment.

- Hoist make
- Hoist model
- Weight loading capacity in kgs
- Change table weight load capacity in kgs