

Access Rider Workbook

by Creativity is Mistakes



Access Riders are documents that disabled artists use to share their access requirements and are vital tools for allowing disabled artists to work without barriers.

Use this workbook to let people and organisations you are working with know how they can support you.

You can find additional guidance as well as a digital version of this workbook here:



Hello, my name is

and I use these pronouns

Email address

Phone number (optional)

I prefer to be contacted by email phone other....., during

these hours / on these days

Emergency contact name

Emergency contact number

Any other useful emergency information, for example information about allergies or emergency equipment.

.....

.....

.....

Introduction

Use this space to introduce yourself and your practice. You are not required to disclose medical information here, but you can do so if you think this will help others to better understand your lived experience.

Working Practices

For example: how you prefer to receive information, your working hours, how often you require breaks, if you require a quiet rest area during the day, if you need help carrying equipment, if you prefer to work at home.

Meetings

For example: how and where you prefer to meet, how often you require breaks, if you need an interpreter or support worker to attend.

Accommodation

For example: the type of accommodation you prefer (hotel, self-catering apartment etc), if step-free access is required, if a buddy or support worker will be staying with you and if they need separate accommodation.

Travel

For example: your preferred method of transport (train, car etc), if a buddy or support worker will be travelling with you, your preferred time of day to travel, if you require taxis, how much notice you need to travel, if you need a blue badge (UK) parking space.

Support Workers

I require these support workers in order to carry out my work.
The cost of these must be covered by the host organisation:

- BSL interpreter, hourly rate
- Live captioner, hourly rate
- Support worker / personal assistant (PA), hourly rate
- Other hourly rate

Any additional information about support workers, for example if there is a particular support worker you prefer to work with, or if there are circumstances in which you might need different/additional support.

Any other information

Congratulations! You now have an Access Rider. You can share a copy of this document with the person or organisation you are working with. Once they have read it, ask them to sign the declaration below.

Date this document was written/updated:

It's a good idea to review and update your Access Rider every 3-6 months. Be sure to share the updated document with anyone you are working with.

Declaration

"I have read and understood this document and I commit to supporting the artist in accordance with these terms to the best of my ability. If any requirement stated in this Access Rider cannot be met, I will address this with the artist as soon as possible to find an alternative solution. This document will be treated in strict confidence."

Signed by [name] Signature

On behalf of [organisation] Date

If you are filling this form out by hand, we recommend you always keep the original document. You can make photocopies for the person or organisation you are working with to sign.

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yw Camgymeriadau
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Cyngor Celfyddydau Cymru
Arts Council of Wales



Noddir gan
Lywodraeth Cymru
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Disability Creu Celf
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