



INCLUSION GUIDELINES

Welcome to Change the Script gathering! We are committed to making this event accessible and inclusive for everyone. Below are some guidelines to ensure effective communication and an enjoyable experience for all participants.

GENERAL COMMUNICATION GUIDELINES

- **Taking Turns**

When speaking, please take turns and speak one at a time. This helps interpreters to accurately translate the message for those who rely on sign language.

- **Clarity in Communication**

Participants and interpreters can stop the discussion at any time to ask for clarification if something is not understood. Clear communication is a shared responsibility.

- **Speak Clearly and Naturally**

Speak clearly and at a moderate pace. If using an abbreviation, it is better to provide the full form as well since others might not be aware of it.

- **Identify Yourself**

When you start speaking, identify yourself by name. This helps participants know who is speaking, especially those who cannot see.

- **Be Patient**

Allow extra time for communication. Some participants may need additional time to process information or respond.

- **Use Specific Language**

Instead of saying "here" or "there", use specific language such as "towards your left" or "on the right". This brings more clarity, especially for participants with low vision or blindness.

ACCESSIBILITY CONSIDERATIONS

- **Sign Language Interpreters**

Sign language interpreters will be available throughout the event to facilitate communication. Please make use of their services to ensure your message is understood.

- **Visual Descriptions**

While introducing yourself and describing visual content, provide detailed descriptions to help participants with low vision or blindness understand the context.

In case there are any drawings or handouts which are shared, the text and images that are displayed would need to be read out and the images, charts, or any visual elements would need to be described.

- **Preferred Terminology**

Use "deaf", which is the preferred term by the community, instead of "hearing impairment," "hearing handicap", "deaf-mute", or "deaf-dumb", which may be considered derogatory.

Use "blind", or "partially blind" instead of "visually handicapped" or "visually challenged" for participants with low vision or visual impairment.

- **Engage Directly (with Deaf participants)**

When the deaf person is signing, look at them and not the interpreter, whose voice you will hear. When you have a question or comment for a deaf person, please ask them directly, not their interpreter (while the interpreter will be signing).

- **Accessibility Needs**

We will regularly check with participants and interpreters to ensure the accessibility needs are met. Please let us know if there is anything additional you require.

INCLUSIVE PRACTICES

- **Ask for Pronouns**

We have people with diverse sexual and gender identities joining us and it would be helpful if we do not assume the pronouns of others. It is recommended to introduce oneself with preferred pronouns for self and ask for other's when in doubt.

- **Respecting Diverse Identities**

Recognise that individuals may belong to multiple diverse groups and it is our shared responsibility to create a safe space for everyone. Please reach out to the organising team for reporting concerns or violations of inclusive practices.

LEARNING RESOURCES

You may download the [Cardzilla App](#) which is a fast & simple way to display your messages in large text and is handy when communicating with deaf participants. It is available on both [Google Playstore](#) as well as the [Apple AppStore](#).

Download Cardzilla App

Google Playstore



Apple AppStore



Learn Braille online

[Paths to Literacy](#)



[Swayam](#)



Learn Indian Sign Language (ISL)

ISLRTC Playlist: [Indian Sign Language Basics](#)



Signable Live: [Indian Sign Language Course](#)



We are dedicated to making this gathering a positive and inclusive experience for everyone. Your cooperation and mindfulness in following these guidelines are greatly appreciated. If you have any questions or need further assistance, please do not hesitate to ask.

Thank you for your attention and participation.