

Equity, Diversity and Inclusion

The RCN Events team is committed to delivering events with equity, diversity and inclusion central to its planning and delivery processes. The team endeavour to meet individual requirements and needs and will make reasonable adjustments where appropriate to achieve this.

What we provide

Service	RCN HQ	External venue	Online	Congress
Accessible venues	✓	✓		✓
An accessible online events platform			✓	
Stage access via steps and ramps	✓	Where possible		✓
Registration desk with access for wheelchair users	✓	✓		✓
Priority catering queues for those with special access requirements	On request	On request		✓
Variety of seating options in exhibition and catering spaces	✓	✓		✓
Height adjustable lectern				✓

Service	RCN HQ	External venue	Online	Congress
Roving microphones	✓	✓		✓
Adjustable lighting	✓	Where possible		✓
Quiet room *to include different seating options and fidget spinners where possible	✓			✓
Multi faith room	✓			✓
Palantypists/subtitles				✓
Autogenerated subtitles/captions	✓	✓	✓	
Inclusive presentation templates	✓	✓	✓	✓
Visibilitychecked presentations and templates	✓	✓	✓	✓
Accessible fonts and formatting used across all RCN digital and print materials	✓	✓	✓	✓
Make recorded content available with subtitles postevent *where permissions have been granted	✓	✓	✓	✓
Intersectionally diverse range of speakers	✓	✓	✓	✓
Standard one speaker: one screen format			✓	

Service	RCN HQ	External venue	Online	Congress
Differing screen viewing options			✓	
A programme that avoids travelling in rush hour, where possible	✓	✓	✓	✓
A programme that includes a range of presentation formats and a differing pace	✓	✓	✓	✓
Highlights/recaps throughout the day	✓	✓	✓	✓
A programme that incorporates suitable break times	✓	✓	✓	✓
Live forum or messaging service allowing people to ask questions without the pressure of needing to speak in front of everyone at the event			✓	✓
Include clear accessibility information in communications that are sent out in advance and on the event webpage	✓	✓	✓	✓
Detailed delegate information sent out in good time including links to online venue tours if available or description of what online platform will look like *particularly useful for neurodiverse members	✓	✓	✓	✓

Service	RCN HQ	External venue	Online	Congress
Inclusive signage	✓	✓		✓
Gender neutral toilets	✓	Where possible		✓
Mental health first aiders	On request	On request	On request	✓
Counselling service	Available via RCN Direct	Available via RCN Direct	Available via RCN Direct	Available via RCN Direct
BSL interpreter	On request	On request	On request	On request
Hearing loop	On request	On request		On request
Large print brochure	On request	On request	On request	On request
Cater for special dietary requirements	On request	On request		On request