



“HARD OF HEARING CAMPAIGN”

Mary Butcher Tel: 07918 137858
Email: marybutcher36@googlemail.com
Joan Davis Tel: 01895 636095
Email: joandavis@onetel.com
Lesley Davis Tel: 01923 450745
Email: cecila23ald@gmail.com

Questions to Ask at Meeting Rooms and Halls

We suggest that you introduce yourself by saying “Have you heard about The Community Voice ‘Hard of Hearing’ campaign?” so that repeat questioning can be avoided.

Then, “Are you willing to answer a few questions to help people who have poor hearing?”

Date:

Organisation:

Address:

Name of person answering questions

Are there microphones?

Where are the speakers?

Are there clear instructions about turning microphones on? Publicity?

Are there visual signs that the microphones are turned on? Publicity?

Are there clear instructions on how to use the microphones? Publicity?

If microphones are individual, do chairmen ensure they are used correctly? Publicity?

Is there a loop system? Publicity?

How is it turned on? Is it easy to know if it is turned on? Publicity?

If the loop covers only part of the room, is that clear to everyone?

Are there some seats where it is easier to hear? Publicity?

Can those seats be reserved? How? Publicity?

Are there soft furnishings to absorb noise eg padded chairs, carpets, curtains?

Is air conditioning a problem? Instructions on its use?

Who is responsible for microphones / loops? Contact details?

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General comments:PTO if necessary

Name of person asking the questions

Their organisation / link to The Community Voice

How they prefer to be contacted.....

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***When completed please bring this sheet to our next meeting or send it to Joan Davis 2 College Drive Ruislip HA4 8SB
This sheet can be photocopied and paper copies are available from Joan Davis, contact details above***

Chairman Mrs. Joan Davis, 2 College Drive, Ruislip, Middlesex. HA4 8SB Tel: 01895 636095
Hon. Treasurer Mr. Jon Spain, 41 Gerard Road, Harrow, Middlesex HA1 2NE Tel: 020 8537 2835

Website: www.communityvoicehealth.org.uk