

Planning an Event? Make It Accessible and Sustainable

Trinity's **Accessibility & Sustainability Event Generator**, developed by the disAbility Service, is a practical tool to help staff plan events that are inclusive and environmentally responsible.

The generator prompts organisers to consider accessibility **from the outset**, rather than responding to requirements after an event has been organised. It covers practical considerations such as accessible venues and routes, wheelchair access, hearing supports, ISL interpretation and other accessibility requirements, alongside sustainable approaches including waste reduction and environmentally responsible event choices.

Staff can enter details about their event and use the resulting guidance as a practical planning checklist, helping to identify potential barriers before they affect participants. A PDF summary can also be generated to support planning and communication with colleagues and event partners.

Whether you are organising a conference, seminar, workshop, public lecture or staff event, the tool provides a straightforward way to build **accessibility and sustainability into event planning from the beginning**.

Try the Accessibility & Sustainability Event Generator:
https://www.trinityeventgenerator.com/

1 Planning an event?

Make sure everyone can join in!



Accessibility & Sustainability Event Generator

Plan your event →

2 Can everyone get in and move around?

Think about accessible venues and routes, wheelchair access, accessible toilets and seating.



- Step-free access
- Accessible toilets
- Good signage
- Spacious seating

3 Can everyone hear and understand?

Think about captions, hearing supports, Irish Sign Language (ISL) and clear information.

Hearing loops



- Captions and hearing supports
- ISL interpreters
- Clear and simple information
- Share information in advance

4 Will everyone feel comfortable?

Think about different needs, such as noise, lighting, quiet spaces, breaks and letting people know what to expect.

ISL interpreters

Quiet Space



- Quieter areas
- Good lighting
- Breaks and relaxed spaces
- Let people know what to expect

5 Can your event be greener?

Think about reducing waste, reusable materials, recycling and more sustainable choices.

Eco-friendly products



- Reduce waste
- Use reusable items
- Choose local and seasonal
- Recycle where possible

6 Try the Accessibility & Sustainability Event Generator

Enter the details of your event and get simple guidance to help you plan a more inclusive and sustainable event.

Plan Enter your event details.

Check Get practical guidance.

Improve Identify and remove barriers.

Make everyone welcome Create a more inclusive and sustainable event.

Link in bio

Or visit:

www.trinityeventgenerator.com



Accessibility & Sustainability Event Generator

A free tool from Trinity College Dublin's disAbility Service