

## Quiet Spaces Guidance

Quiet times should be available for all, physically, intellectually, or in terms of their sensory needs.

Ideally, a quiet space is a separate room, with a window in the door, and no lock on the door, which is set apart for this purpose. If that isn't possible, though, a quiet corner may be made by use of a popup tent, teepee or fabric hangings.

- x A quiet space should have an absence of visual clutter
- x Colours should be neutral, and there shouldn't be too many colours
- x It should be quiet, and may have ear defenders or disposable earplugs available
- x It may have fidget toys available, ideally in a labelled box or bag to avoid visible clutter
- x It may be helpful to include soft flooring such as mats, beanbags, or cushions
- x It may have arts materials such as pens and paper or colouring pages available, again, ideally in a labelled box or bag.
- x The lighting should ideally be adjustable, possibly with lamps rather than ceiling lighting, or with a dimmer switch. There should certainly not be fluorescent ceiling tubes.
- x You may wish to think about sensory aids such as lavalamps, fibreoptics, bubbletubes, and star projects if there is budget available. Again, these should be stored in a way that reduces visible clutter.
- x You may wish to think about having a sound system which enables the service to be piped in if desired, or a device to be connected if personal music, audiobooks etc preferred.
- x It should be clearly noted in the order of service and verbal welcomes that this space is available for anyone to use, and that it is ok to get up and move around during the service.

Useful Widgit symbols to enlarge and print as necessary