

Contact SaPTS

Contact the Sensory and Physical Teaching Service (SaPTS) by email, phone or post:

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For more information on support for Special Educational Needs and Disabilities look on the East Riding Local Offer www.eastridinglocaloffer.org.uk or speak to a Special Educational Needs Co-ordinator in your child's school.

If you or someone you know would like this leaflet in an adapted format or in Braille please let us know.

SaPTS Sensory and Physical
Teaching Service

Be Deaf Aware:

Tips to ensure people with a hearing loss are fully included in meetings



Understanding Lip Reading

For people with a hearing loss, lip reading can make a huge difference in terms of their confidence in communicating.

Lip reading can become very tiring and the person with a hearing loss can 'switch off' after long sessions. Individuals may also become confused, frustrated or embarrassed when they have to continually ask others to speak up or repeat things. They may also show signs of withdrawal unless others show awareness and understanding.

Lip reading can help those with a hearing loss pick up on words or sounds they didn't quite catch, meaning they can feel more confident about their communication abilities.

Assurance in communication is vital in encouraging people with a hearing loss to stay connected in life and work.



Choose your room carefully

- It's often helpful to switch the lights on, so the people in the room are well lit and can see well.
- The room should have a carpet and curtains or blinds. Curtains or blinds should be closed so that faces are not in shadow.
- Walls should be plain and uncluttered.
- Don't choose a huge room with high ceilings.
- The room should be quiet.
- Be aware of potential noise sources from inside (noisy heating system, buzzing light).

Improve one room in your building to ensure it is suitable for people with hearing loss

- think about the following:

- Acoustically treated low ceilings.
- Carpeting (floors and even part of the walls).
- Well fitting doors.
- Thick curtains or blinds.
- Acoustic panelling.
- Use of absorptive materials on hard surfaces (cork bulletin boards etc).
- Keep windows and doors closed during meetings or discussions.
- A portable loop or Soundfield System for use in your building.
- Ensure blinds and curtains are closed. Bright light produces shadows and makes lip reading difficult.

Communication tips

- It's helpful if the agenda and written materials are available in advance.
- Organise the group in a circle so that the person with hearing loss can see as many of the other people as possible.
- Find out if your building has a Soundfield System which can be used.
- Ask the group leader to give a visual indication as to who is speaking by pointing to that person and asking him/her not to begin speaking until the person with a hearing loss is looking.
- Instruct the group leader to summarise what each contributor says as the discussion proceeds or repeat the question posted.
- Be aware that the person with a hearing loss is unlikely to be able to lip read or fully hear during a film/slide presentation. Either use a subtitled film or provide information/transcript in advance.



Facilitating lip reading

- The person with a hearing loss needs to have clear view of the speaker's face.
- The light needs to be on the speaker's face when speaking.
- Ideally the light should be behind the person with a hearing loss.
- Stand or sit in front of the person with a hearing loss. (1 - 2m best)
- Speak at normal rate but not too quickly.
- Speak clearly - do not shout or over enunciate.
- Stand/sit still while talking.
- Don't stand with your back to a window.
- Don't turn around while talking.
- Keep hands away from the face.
- Don't eat or chew while talking.
- Be aware that beards and moustaches can obscure lip patterns.
- Maintain eye contact.
- Use contextual clues.
- Use appropriate facial expressions, gestures and body language.
- Don't look down or obscure the face when reading from books or papers.
- Look up to check understanding.
- Understand that jewellery which dangles or hits the table can be distracting.