



# Scottish Parliamentary Elections

## Help for Voters With a Disability

### Voting independently

Every voter should be able to vote independently and in secret

**If you have any specific needs, you have the right to request a reasonable adjustment at a polling station in advance of an election.**

A contact form for reasonable requests is currently in development and will be available shortly.

In the interim, please contact the Fife election team by e-mailing [elections.enquiries@fife.gov.uk](mailto:elections.enquiries@fife.gov.uk)

### In the polling station

Members of staff will be on hand to provide you with any assistance you might require

They can be identified by the “Happy to Help” badges they are wearing. They will also be wearing an ID badge with their name.

They will be happy to answer any questions you might have about the voting process and will provide assistance, if required.

There is a voting passport which you can download and take to the polling station with you to ask for assistance. Hand this over to any member of staff when you arrive [Voting Passport](#)

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There will be equipment to assist you to vote independently available in the polling station on the Presiding Officer’s desk.

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### Partially sighted and blind voters

In the polling station you will find:

- a large-print versions of the ballot papers
- a hand-held copy of the ballot papers which can be taken into the polling booth
- Ballot Paper Overlay - When combined with the audio recording of the ballot paper, the overlay is intended to provide a complete self-service solution to blind and partially sighted voters to vote independently and in secret.

If you wish to hear a list of the candidates standing in your area, you can call the **Ballot Paper Line** on [03451 555 511](tel:03451555511), **Option 5**. You can do this while you are in the polling station.

Voters with sight loss may also use any apps on their mobile phones or pocket-sized assistive equipment such as video magnifiers, to help them read documents in the polling booth or in conjunction with the tactile voting device.

The slot on the top of the ballot box is highlighted with white markings to make it easier to insert ballot papers. Voters who are blind can vote in secret.

A special voting device (the tactile voting device) which fits onto the front of the ballot paper is available from the polling station staff who will be happy to explain how to use it.

## Voters with a hearing impairment or hearing loss

Some polling stations are equipped with Hearing Induction Loops, but there are also several temporary induction loops available. Please contact [elections.enquiries@fife.gov.uk](mailto:elections.enquiries@fife.gov.uk) if you need one in your polling place.

## Wheelchair users

The majority of Fife's polling stations now have permanent disabled access. If you have to use a station with steps, a special temporary ramp will be supplied.

All polling stations have low-level polling booths.

The ballot box will be on a chair, instead of a table, to make it easier to insert ballot papers.

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If you have a disability and need help to cast your vote you can take a companion with you to the polling station or you can ask the presiding officer at the polling station for help.

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## Bringing a companion to assist you

If you have a disability and require assistance to cast your vote you can take a companion with you to the polling station or you can ask the presiding officer at the polling station for help.

Your companion must be:

- a registered elector or
- your spouse
- civil partner
- parent
- brother
- sister
- child

and be generally aged 16 years of age and over.

Your companion will be asked to complete and sign a declaration form which will be issued by the presiding officer.

Your companion may only assist one more elector at an election if they have already assisted you.

## Other equipment that can be provided at polling stations

- Acetate overlays (in several different colours)
- Large pencils
- Pencil grips
- Easy read booklets
- Seating available if you are unable to stand
- Additional lighting

## Contact details

Electoral Services Team

E: [election.enquiries@fife.gov.uk](mailto:election.enquiries@fife.gov.uk)

T: [03451 55 55 11](tel:03451555511)

# Your vote matters

## Don't lose it

