

無限亮

NoLIMITS

Inclusiveness through the Arts 以藝術共融

Co-presented by



香港藝術節
Hong Kong Arts Festival



The Hong Kong Jockey Club Charities Trust

“No Limits” aims to create a barrier free environment to explore and promote inclusiveness through the arts. First presented in 2019 by the Hong Kong Arts Festival and The Hong Kong Jockey Club Charities Trust, the project allows people with different abilities to enjoy art programmes and enter the world of arts freely.

A key element to facilitate this goal is through the Arts Accessibility Services. This brochure introduces the different services and facilities of the Scheme that enhance the experience of people with different abilities when viewing live performances. We also hope to raise awareness of the availability of accessibility services as well as to promote understanding of persons with limitations.

Our lifestyle is changing with the COVID-19 outbreak. Many activities are now taking place online, and the accessibility of online information has become critical. This is why we also provide Arts Accessibility services for online programmes of “No Limits”, allowing everyone to enjoy these performances safely at home.

For more information about “No Limits”, please find us at



nolimits.hk



12/F, 2 Harbour Road, Wanchai, Hong Kong



(852) 2828 4949



(852) 2824 2100



outreach@nolimits.hk



<https://www.nolimits.hk/>

Arts Accessibility Services for appreciating performances

Audio Description	3
Accessible Captions	4
Hong Kong Sign Language Interpretation	5
Theatrical Interpretation	5
Relaxed Performance	6
Touch Tour	7
Guide Dog Friendly	8

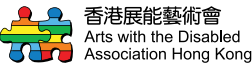
Barrier-free Publications

Braille House Programme	9
Easy-to-Read version	10

Barrier-free facilities in venue

Basic Access Facilities	11
Wheelchair Seats	12

Strategic Supporting Partner



Special Thanks

- Buddhist Sum Heung Lam Memorial College

St. Stephen's Girls' College

Pui Shing Catholic Secondary School

The Chinese Foundation Secondary School

Fanling Government Secondary School

Buddhist Yip Kei Nam Memorial College
- T.W.G.Hs. Wong Fung Ling College

Wa Ying College

Ju Ching Chu Secondary School (Yuen Long)

Mr. Ben Fong from the Ebenezer School & Home for the Visually Impaired

THEDO (Design)



Audio Description

We can appreciate theatres, movies and exhibitions not only by seeing, but also by listening, touching, imagining and feeling. Audio Description explains the visual elements, such as setting, costumes, actors' movements and facial expressions, while not interrupting dialogues or sound effects. This allows people with visual impairment to conjure images in their mind.



Live Audio Description

While watching a performance, people with visual impairment can use devices to listen to live audio description. Audio describers will introduce the live show, including different stage effects, performers' movements and positions.

An audio describer will spend 100-150 hours for script writing and rehearsals.

Some theatres have a separate room with view of the stage for the audio describer.

"Macbeth" presented by the Hong Kong Arts Festival in 2016 was the first programme in the Festival that provided live audio description.



Pre-recorded Audio Description

Pre-recorded audio description is usually used in visual arts exhibitions, television programmes and films.

Audio describers not only introduce the setting and displayed items, but also provide pre-performance notes.

An audio description requires a lot of preparation. A 1.5-hour film can take up to 70-80 hours to write the description for it.

"Men on The Dragon" (2018) was the first film released in the Hong Kong cinema that provided a pre-recorded audio description.

Some movie theatres in Hong Kong provide free audio description device service. The audience only needs to register and pay a deposit for the device while purchasing tickets.

Challenges for Audio Describers



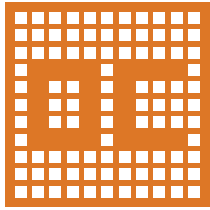
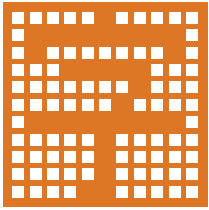
A Action films

The actions and transitions are very quick, which leaves the audio describer limited time to narrate.



B Art films

There are fewer dialogues. Audio describers have to understand the film well and interpret the plot through different scenes and actors' facial expressions.



It is common to see subtitles in movies, television series and documentaries. They help us to better understand the lines. However, if you mute the audio and only read the subtitles, can you notice something missing?

Accessible Captions



1

Apart from films and TV programmes, accessible captions are also used in theatrical productions. Apart from characters’ lines, accessible captions also include descriptions of other audio elements such as music and sound effects, names and tones of speakers, speeds and languages of dialogues to create the mood and atmosphere.

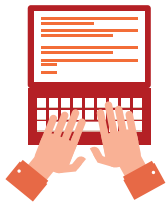
	Examples
Sound effect	[Thunder rumbling]
Music	[🎵 Lightly music, upbeat music] , [🎵 Somber music]
Change of sounds	[A loud and resounding sound from hitting a gong, 🎵 changes to mysterious music]
Speakers’ names	Mary: Peter, how are you? Peter: Mary, I am great, thank you.



2

Why are accessible captions important?

Without descriptions of music and sound effects, people with hearing impairment might not understand the characters’ behaviours.
For example, a child on stage suddenly cries because of a loud thunder.



3

Pre-recorded and live captions

Most performances follow a script. Theatre companies will add sound descriptions to the text and make them into captions. A subtitles operator will then roll the captions during the performance.
Some live performances do not have scripts, such as improvisations and impromptu speeches. In these cases, a specialised person can use speech recognition software to generate live captions.



4

Stage performances do not happen on screens, like films and videos, and captions cannot be added directly. However, there are other ways to project the subtitles:
Blend the captions into the stage design;
Make use of different projection devices available in the theatre:



Additional reading



When people with visual impairment watch performances in foreign languages, they cannot read the translated subtitles. Therefore, some performances also provide an audio version of the subtitles, which are accessible through devices.



Hong Kong Sign Language Interpretation and Theatrical Interpretation

Although accessible captions can help people with hearing impairment better understand the programmes, it is sometimes hard to convey emotions through written words. Sign language interpretation and theatrical interpretation are two ways to really capture the spirit of performance.

Hong Kong Sign Language Interpretation



There are hundreds of sign languages in use around the world today. Each has its own grammar and lexicon.

Hong Kong Sign Language can be traced back to the 1960s, when a group of Deaf migrants from Shanghai, Hangzhou and Nanjing moved to Hong Kong.



There are two main manual systems of communication in Hong Kong. One is a word-for-word transcription of the spoken Chinese. Another one emphasises the context and key information in a sentence.

These are two separate systems. Sign interpreters need to choose between them according to the audience's needs.

Apart from manual gestures, sign interpreters also use facial expressions and mouth shapes to describe the performance on stage.

Theatrical Interpretation



Theatrical interpretation incorporates performance by expressing the personalities and emotions of each character.



Interpreters usually stand on the side of the stage. Sometimes they stand beside the character that they are embodying.



Interpreters have to study the characters and communicate with the creative team. They need to attend readings and rehearsals to find the best way of performing.



In musical programmes, interpreters will sign in the rhythm of the music. They will also use facial expressions to deliver the emotions of the lyrics.



Interpreters are usually more expressive than sign language interpreters. The former will use body language to incarnate characters. (For example, keep the head up when playing the boss, but crouch when playing the underling.)



In "The Path Together" presented by Arts with the Disabled Association Hong Kong in 2017, the theatrical interpretation was incorporated in the performance. The interpreters acted as the actors' shadows and became a part of the stage.

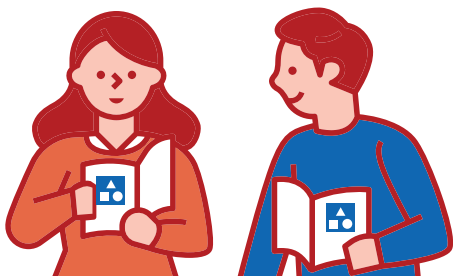


Traditional theatre and music performances often have strict house rules – the audience have to keep quiet and not move around. Relaxed Performance creates a supportive atmosphere and a more inclusive environment.

Relaxed Performance



Everyone is welcome, suitable for people with learning disorders, intellectual disabilities and those on the autism spectrum.



Provision of easy-to-read booklets, which introduce story plots, characters’ profiles, theatre etiquette and venue information. This allows the audience to gain a better understanding of the theatre before the show begins.



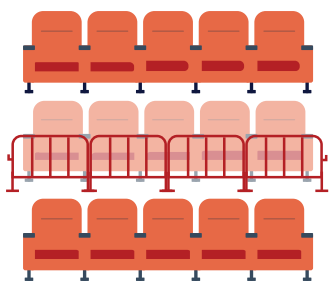
A host will introduce the features of relaxed performances before the curtain opens.



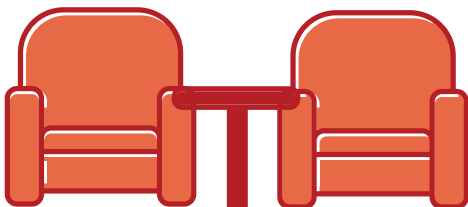
During a performance, the house lights will be dimmed, and the sound effects will be softer than usual. There will be no strobe light effect to avoid overstimulation.



Audience members can enter and exit the auditorium and make noises as they please.



There is only a limited number of audience members to avoid the feeling of uneasiness.



Whenever feeling the need, audience members can go to a designated chill-out zone outside the auditorium.



About **45-60 mins**

The performances are usually around 45-60 minutes so that people with shorter attention span can also enjoy them.



There will be “Accessibility Ambassadors” ready to assist people in need.

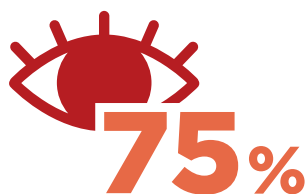


Touch is an essential component of exploring the environment for people with visual impairment. Beside audio descriptions, people with visual impairment can also explore the stage, the set and the costumes by touching.

Touch Tour



Before the show starts, people with visual impairment can participate in a pre-show touch tour, and feel the set pieces, costumes and props themselves.



75% of the information on stage is conveyed visually. Touch is the best way to make up for this 75%.

Touch tours can increase the willingness of people with visual impairment to go to theatres.



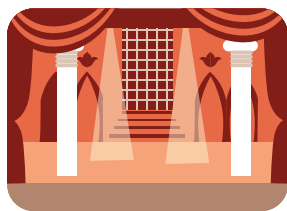
The guide will introduce the position, style, size and background information of the set pieces. He/she may even describe in details the colour, pattern and texture of the props.



0.5 to 1 Hour

A touch tour usually takes place 0.5 to 1 hour before the performance. The audio description also describes visual information during the performance. However, in order not to disturb the dialogues and sound effect, the time is limited.

Drama, Opera, and Musical



Discover the set, costumes and props. Explore the size of the stage. Sometimes, the director and actors will introduce themselves, so that the audience can learn their different voices and costumes.

Dance and Circus



Feel the performers' different movements and gestures, and even try out some movements.

Music



Touch the music instruments and listen to their sounds. Explore the positions of different players on stage.

Additional reading

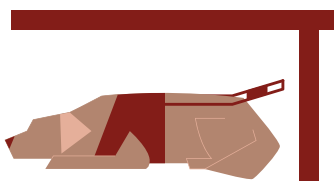


Many museums provide similar multi-sensory experiences, allowing people with visual impairment to touch and feel the texture of art works or their replicas.



The Hong Kong Ordinances allow people with visual impairment to access public spaces with their guide dogs. The adorable guide dogs are faithful helpers for people with visual impairment, but how much do you know about them?

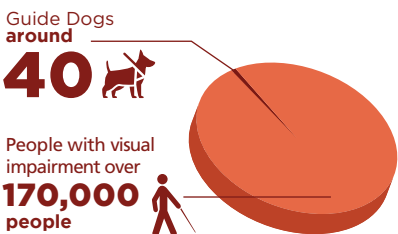
Guide Dog Friendly



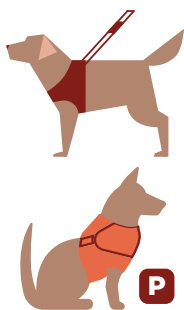
Guide dogs are usually Golden Retrievers, Labradors and German Shepherds. Their size should not be too big so that they can lie under tables when they are outside.



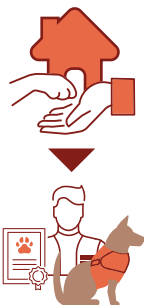
The first two guide dogs in Hong Kong were imported from Australia in 1975. The first locally-trained guide dog appeared in 2012.



As of 2020, there were only around 40 guide dogs in active service in Hong Kong. However, there are more than 170,000 people with visual impairment.



With a specially-designed harness, the handler of a guide dog can feel its movements. Guide dogs under training will wear an orange vest.



From about six-month-old, future guide dogs will go to boarders to learn basic manners. They will then go to training centers for formal training at around 18 months.



Guide dogs can understand their handler's commands, such as "turn left" and "turn right". Their mission is to assure their handler's safely on the road.



Guide dogs are strictly trained. Light and sound effects during performances won't scare them. They can also sit patiently for two hours.

"Three Don'ts and One Do" when meeting guide dog



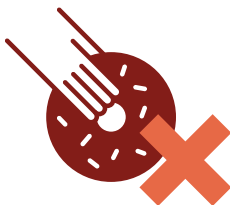
Don't refuse

Accept guide dogs into public spaces and public transports.



Don't interfere

Don't interfere or pet guide dogs when they are at work.



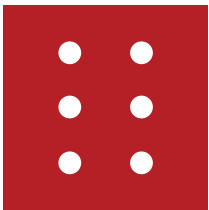
Don't feed

Do not attract or feed guide dogs with food.



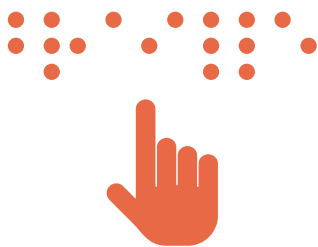
Do ask

When you see people with visual impairment hesitating in public spaces, do ask if they need help. If you want to pet the guide dog, you need to ask for the handler's permission.



Once at the venue, how can people with visual impairment get more information about the programme? “Braille House Programme” can help them learn about the production with their fingers. But how do the complicated Chinese characters transform into simple dots?

Braille House Programme

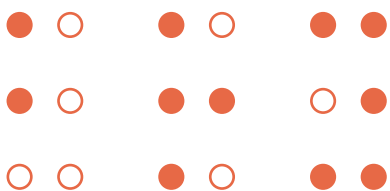


“Braille” is a tactile writing system with almost 200 years of history. At first, it was a military code used to send messages during wartime. It was then adopted and improved to Braille by a French student with visual impairment called Louis Braille. Braille scores also originates from the Braille system.



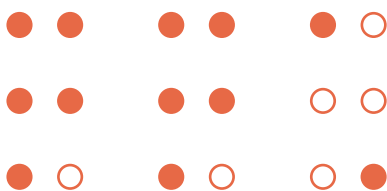
The basic unit of braille is the braille cell, which is a group of six dots arranged into two columns.

Boy

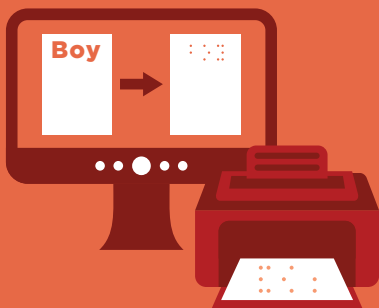


The 26 letters in the English Alphabet are each represented by one braille letter, which can be used to form words and sentences.

n aam 4 男



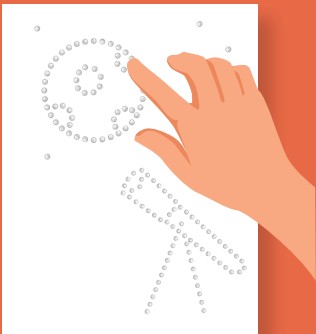
The Cantonese Braille is purely phonetic. Each Chinese character is formed by three parts: the initial consonant, the vowel and the tone.



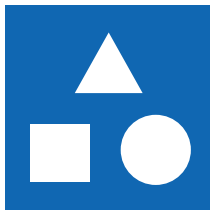
To print braille publications, the content is first translated by software into braille format before being printed by a braille embosser.



Printing braille on both sides of the paper is made possible by offsetting the lines of braille from the front to the back so that they don't overlap.

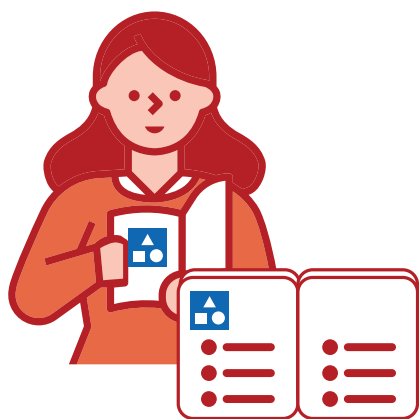


For images, we can either translate the description of them into braille or use tactile graphics.



The brochures and pamphlets that we are used to are rich in content and design. In fact, this might be overly complicated and difficult to understand for some. Easy-to-read booklets use simple and clear language and clean design, so that people with different abilities can understand easily.

Easy-to-Read version



An easy-to-read house programme includes information on the production, how to get to the venue, the accessible facilities and theatre etiquette.

Its goal is to deliver the message. Its layout should follow a specific pattern and avoid any fancy design.

Its content and language should be suitable for people of different reading abilities, such as people with different educational levels and ages, and people with dyslexia, intellectual disabilities, autism spectrum or attention deficit.

Below are a few examples for different requirements of easy-to-read booklets

For people with intellectual disabilities

Easy to read and to understand. The content should not be lower than Primary 5 level requested by the European Union.

For people with visual impairment

Suitable contrast, paper texture and font size. Translating information into voice.

For people with hearing impairment

Simple and easy to read text with pertinent images due to the limitation on language learning.



Member states of the United Nations and the European Union have worked many years for "Information for all". They have created the "European standards for making information easy to read and understand".



It is essential to invite people with dyslexia, intellectual disabilities and related organisations to participate in the making of easy-to-read booklets. Only with their feedbacks can we produce brochures suitable for our target readers.

Indicator for Easy-to-read booklet production



Images on the left, text on the right



Avoid underlines



Use images and symbols



Font size should be at least 14



Never use a complex background



Do not use difficult words or jargons



Line spacing should be at least 1.5



Keep the text simple and short



Avoid special characters where possible



Basic Access Facilities

In the “Design Manual: Barrier Free Access 2008” published by the Building Department of Hong Kong, there are obligatory design requirements on features in performance venues such as access route, paths, lifts and toilets. This ensures the right of people with different abilities to access the venues and appreciate the arts.

Barrier free facilities in venues under the Leisure and Cultural Services Department



Assistive listening system at the information counter and the box office



Visual display board and induction loop system for people with hearing impairment



Braille and tactile floor plan and exit fire map for people with visual impairment



Ramps and tactile guide path



Accessible information and ticket counter, ticket dispensing machine and coin box telephone with height convenient for wheelchair users



Tactile-braille indicators, audible signals and visual display of floor numbers in the passenger lifts



Visual and audio signals of the emergency alarm system



Accessible toilets with emergency call bells



Accessible parking spaces in some venues



Different venues have different accessible facilities. Please visit the venue’s official website for more information.

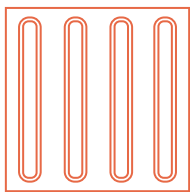


Do you know?

Tactile guide paths are very important for people with visual impairment. Never block the guide paths or place obstacles on them.

There are three types of tactile tiles:

Directional Tile



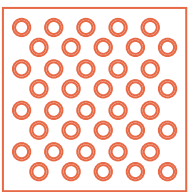
This has parallel raised bars for guiding the users along an intended safe path.

Hazard Warning Tile



This has raised big dots for indication of potential hazards ahead. Often seen at the top and bottom ends of staircase or ramps, and at dropped kerb.

Positional Tile



This has raised small dots for indication of possible change in walking directions. Usually placed at the junction of two paths of directional tiles.



Wheelchair Seats

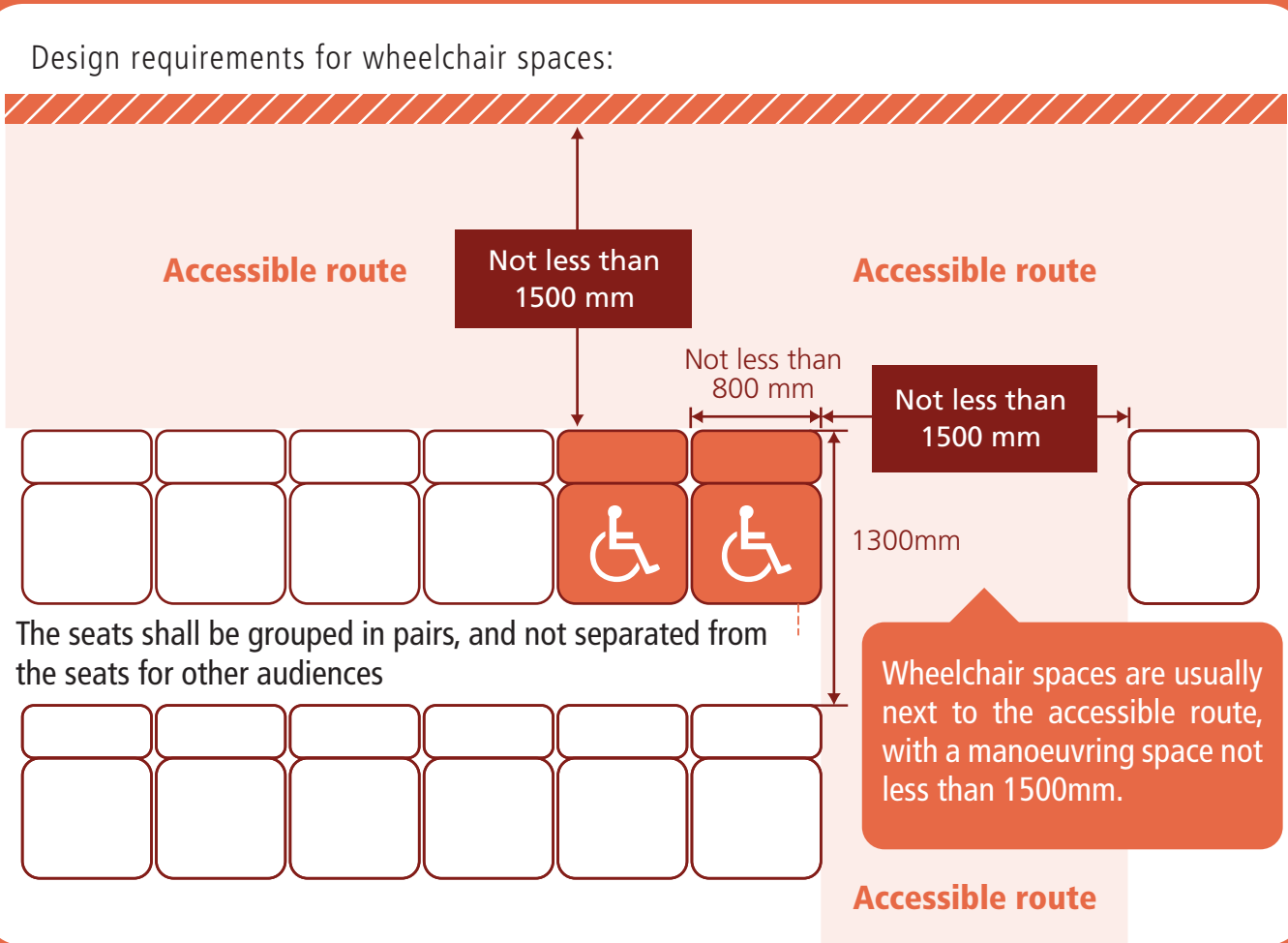
In the “Design Manual: Barrier Free Access 2008”, the Building Department has made obligatory requirements for the design and number of wheelchair spaces in auditoriums and related facilities. In the 2017 amendments, there is a large increase in the number of wheelchair spaces. By doing so, the government hopes to raise awareness among citizens, professionals and developers about accessibility.

1%

Wheelchair Space



At accessible spectator levels in an auditorium with no more than 800 fixed seats, eight wheelchair spaces and adequate numbers of removable seats to accommodate 16 wheelchair spaces should be provided.



Any purchase of one wheelchair ticket is entitled to purchase one companion ticket for the companion seat next to the wheelchair seating location.

Unsold wheelchair seats can only be released for sale to the general public on the performance day.



In “Gala” by Jérôme Bel and “King Arthur’s Night” by Newworld Theatre presented in the first year of “No Limits” in Shatin Town Hall, the first three rows of seats were removed to provide more wheelchair spaces. The venue also built temporary ramps for barrier free wheelchair access.

Reference

General

- 政府統計處（2015年1月）。香港的殘疾人士及長期病患者。取自 https://www.censtatd.gov.hk/hkstat/sub/sp380_tc.jsp?productCode=FA100059

Audio Description

- 思考香港（2019年9月4日）。《港好事》口述影像讓影視「聽得見」。取自 <https://www.thinkhk.com/article/2019-09/04/36195.html>
- 香港口述影像協會。取自 <http://audeahk.org.hk/>
- 香港盲人輔導會。把視障人士與電影重新連繫 口述影像服務十週年。取自 <https://www.hksb.org.hk/tc/newsDetail/8320090/>
- 歐陽翠詩（2018年10月3日）。口述影像撰稿員為消失的光影 重構弦外之音。《香港01》。取自 <https://www.hk01.com/周報/242042/>

Accessible Captions

- Flynn, N. (2016, December 9). Captions and Subtitles — Do You Know the Difference? cielo24. <https://cielo24.com/2016/12/captions-and-subtitles-difference/>
- Stagetext. (2013, June 25). Getting More Theatre For Your Bucks. <https://youtu.be/nMzm1yvtwKU>
- Universitat Autònoma de Barcelona. Surtitling for the Deaf and Hard of Hearing. <https://www.coursera.org/lecture/accessibility-scenic-arts/surtitling-for-the-deaf-and-hard-of-hearing-yi8zo>
- 蘭布特大叔（2017年10月26日）。都叫作字幕，Caption 和 Subtitle 差在哪？。取自 <https://uncle-diary.blogspot.com/2017/10/difference-of-caption-and-subtitle.html>

Hong Kong Sign Language Interpretation

- Alison. (2016, August 18). The Do's and Dont's of Sign Language in the Theater. Sign Language in the Theater. <https://www accreditedlanguage.com/interpreting/the-dos-and-donts-of-sign-language-in-the-theater/>
- Sign Language Resources Inc. Theatrical Interpreting. <https://slrconnect.com/TheatricalInterpreting.html>
- 手語及聾人研究中心。接觸．體驗．香港手語。取自 <http://www.csls.org/cehksl/>
- 香港復康聯會／香港社會服務聯會和康復諮詢委員會（2020年8月4日）。香港手語翻譯員名單。取自 <https://www.hkcss.org.hk/香港手語翻譯員名單/>
- 香港復康聯會、香港社會服務聯會與康復諮詢委員會（2020年8月5日）。香港手語翻譯員名單。取自 [https://www.hkcss.org.hk/upload/reh/20200805_SL%20Interpreter%20List%20\(Full\).pdf](https://www.hkcss.org.hk/upload/reh/20200805_SL%20Interpreter%20List%20(Full).pdf)
- 路德會啟聾學校。啟聾手語視像字典。取自 <http://www.sign-aip.net/sign-aip/tc/hand/hand.php>
- 語橋社資。取自 <https://slco.org.hk/tc/>

Theatrical Interpretation

- 愛拉（2014年6月）。非一般的劇場手語翻譯。《IATC Artism》。取自 <http://www.iatc.com.hk/?a=doc&id=40599>
- 鄭秋嬋（2017年2月14日）。聽障人士睇劇唔使再兩頭望！傳譯員走上台中央做手語。《香港01》。取自 <https://www.hk01.com/社區專題/71514/>
- 鍾健怡（2012年10月21日）。視形傳譯用手講故事。《東方日報》。取自 https://orientaldaily.on.cc/cnt/news/20121021/00651_001.html

Reference

Relaxed Performance

- Access London Theatre. Your Guide to Putting on an Assisted Performance.
<https://www.familyarts.co.uk/wp-content/uploads/2014/12/ALT-Guide-to-Putting-on-an-Assisted-Performance-2.pdf>
- Fletcher-Watson, B. (2015, June 26). Relaxed performance: audiences with autism in mainstream theatre. Scottish Journal of Performance. <https://dx.doi.org/10.14439/sjop.2015.0202.04>
- Underwood, K. (2020, February 12). What is a relaxed performance? Official London Theatre.
<https://officiallondontheatre.com/news/what-is-a-relaxed-performance/>
- 誇啦啦藝術集匯。自在劇場。取自<https://www.aftec.hk/zh/programme/自在劇場/>
- 來跑一場親子障礙賽（2017年6月8日）。 「沒規沒矩」的快樂自在劇場 。《立場新聞》。取自<https://www.thestandnews.com/society/沒規沒矩-的快樂自在劇場/>
- 蔣德誼（2019年10月1日）。 輕鬆自在是種進化！兩廳院總監劉怡汝：50後太規矩，人生會變窄 。《50+》。取自<https://50plus.cwgv.com.tw/articles/index/16011>

Braille House Programme

- Irie-AT. <https://irie-at.com/product/vp-max/>
- Seid Ali, H. & Assabie. Y. (2017, April). Recognition of Double Sided Amharic Braille Documents. International Journal of Image, Graphics and Signal Processing(IJIGSP), 9(4), 1-9.
<https://dx.doi.org/10.5815/ijigsp.2017.04.01>
- Sutton, J. (2002). A Guide to Making Documents Accessible to People Who Are Blind or Visually Impaired. American Council of the Blind.
<https://www.sabeusa.org/wp-content/uploads/2014/02/A-Guide-to-Making-Documents-Accessible-to-People-Who-are-Blind-or-Visually-Impaired.pdf>
- 香港失明人協進會（2014年6月22日）。點字凸圖打印機。取自
<https://youtu.be/gZwRrEShCT4>

Easy-to-Read version

- CHANGE. How To Make Information Accessible - A guide to producing easy read documents.
<https://www.changepeople.org/getmedia/923a6399-c13f-418c-bb29-051413f7e3a3/How-to-make-info-accessible-guide-2016-Final>
- 李英琪。給所有人的資訊-認識易讀概念的5W1H。取自
<https://www-ws.pthg.gov.tw/Upload/2015pthg/18/relfile/7961/467728/18da1a22-21ed-449a-9668-e50a2758df99.pdf>

Basic Access Facilities

- 屋宇署（2008）。《設計手冊：暢通無阻的通道 2008》。取自
https://www.bd.gov.hk/doc/tc/resources/codes-and-references/code-and-design-manuals/BFA2008_c.pdf
- 屋宇署（2017年4月）。《設計手冊：暢通無阻的通道 2008》修訂對照表。取自
https://www.bd.gov.hk/doc/tc/resources/codes-and-references/code-and-design-manuals/BFA2008_Amd_2017Apr.pdf
- 康樂及文化事務署。取自<https://www.lcsd.gov.hk/tc/facilities/facilitieslist/pvenue.html>
- 復康資源協會。無障礙小錦囊。取自
<http://www.rehabaidsociety.org.hk/zh/eas/accessible-design/smartips>