Access Statement
Dorothy Hodgkin Building

To be used in conjunction with the University of Bristol
Personal Emergency Evacuation Plan Process
PURPOSE

The Access statement is to be read in conjunction with the University Personal Emergency Evacuation Plan process. peep-guidance-forms-gn.pdf

RESPONSIBILITIES

Disabled Building Users
Building users are strongly encouraged to disclose any disability that could result in additional support being required during an emergency situation prior to accessing the building. For wheelchair users, further discussion with the Facilities Manager may be required in advance of accessing the building to discuss their preferred means of escape.

Teaching Activities, Research and Administration
For activities involving disabled members of staff or students a Personal Emergency Evacuation Plan (or ‘PEEP’) should be completed.

Completing a PEEP for disabled members of staff is a joint effort between the disabled member of staff, their line manager and the University’s Fire Safety Adviser.

Completing a PEEP for disabled students is a joint effort between the disabled student, Access Unit, the student’s School/Department and the University’s Fire Safety Adviser.

Please refer to the Health and Safety Office website for detailed information on completing a PEEP: peep-guidance-forms-gn.pdf

Conferences
The Conference/EventOrganiser is responsible for ensuring the health and safety of those attending their event and accordingly should not book a venue that is not accessible to those participating in the conference or event. The Conference/Event Organiser should liaise between the Facilities Manager and any disabled delegate requiring assistance in an emergency for further discussion on how they might be evacuated in an emergency situation. This may also involve the completion of a PEEP.

Any publicity materials for events/conferences should include an opportunity for disabled people to disclose any disability that may require additional support and encourage people with mobility impairments to make contact to discuss emergency evacuation procedures.
Meetings

Any meeting should be scheduled with accessibility in mind. Consideration should be given to how a disabled building user could be evacuated in an emergency situation. Where possible, meetings involving disabled individuals should be held on the ground floor.

A standard statement when arranging meetings should be to ask attendees as far in advance as possible if they have any particular support or accessibility requirements. When informed that an individual will need additional support, steps must be taken to ensure that reasonable adjustments are made to provide this and where appropriate the person organising the meeting should liaise between the disabled person and the Facilities Manager for further discussion on how they might be evacuated in an emergency situation.

Facilities Manager

The Facilities Manager will work directly with the disabled person to find the best solution within the parameters of health and safety/equality requirements. The contact details for the Facilities manager are:
http://www.bristol.ac.uk/estates/contact/
ACCESS STATEMENT

Name of building: Dorothy Hodgkin Building

Background

The Dorothy Hodgkin Building (DHB) is a seven storey (6 plus Plant floor) research laboratory building purpose built in 2003 for the Henry Wellcome Laboratories for Integrative Neuroscience and Endocrinology (HW-LINE). The building is just outside of the main university precinct close to the Broadmead shopping centre.

Parking

Parking outside the building is very restricted. There is no university controlled accessible parking close to the building. Disabled visitors who hold a “Blue Badge” can park on Earl Street (double yellow lines) close to the main entrance (for up to 3 hours). However, a space may not be available during peak times. The road outside of the main entrance on Whitson Street is suitable for dropping off disabled passengers (double yellow lines). There are drop kerbs at each end giving level access to the entrance. There is a small garage area in the basement of the building suitable for parking of one car. Use of this space must be agreed in advance. Parking for a disabled member of staff, a student, or a visitor, and transfer from the garage to reception, would need to be assessed on an individual basis.

Means of Access into the Building

- Level access from Whitson Street through three U card controlled doors.
- Alternative wide double doors to the right of the main entrance controlled by reception staff with intercom communications.

Toilets

- Accessible toilets are available on the first, third and fifth floors.
- There are local audible/visual alarms which also alarm at the Porters Lodge.

Reception

- The Porters’ Lodge is in the Entrance Hall to the right of the entrance door.
- There is sufficient room in the Entrance Hall and Lobby for wheelchair access.
- Visitors will be assisted as necessary.
Lift and Stair Access

Lifts
- Adjacent to the Entrance Hall, there is a main passenger lift serving all floors. Safe load is 13 persons or 1000kg. The main entrance and egress point is via the first floor on Whitson St.
- The lift at the opposite end of the building serves floors 0 to 4
- The lifts are NOT to be used in an emergency evacuation.

Stairs
- Access from the main reception to all floors is via a spiral staircase (stairway 1). This comprises 27 steps, in three flights, between each floor (figure 1).
- The stairs are carpeted. Colour contrast identifies the tread edges.
- There is another spiral staircase at the opposite end of the building (stairway 3). This comprises 3 flights of 8 steps between each floor.
- The stair covering is vinyl. Colour contrast identifies the tread edges
- There is a third stairway in the middle of the building (stairway 2) primarily used for access between level zero and the research laboratories.
- This comprises 3 flights of 9 steps between each floor. The stair covering is vinyl. Colour contrast identifies the tread edges.
- There are handrails on both sides of the 3 main staircases.

Refuge Points
- Refuge points have not been designated in the building.
- Subject to assessment in a PEEP and appropriate communications and assistance, the passenger lift lobbies can be used as a safe place to wait until the main flow of people have evacuated the building.

Signage
- There are no tactile signs.
- Liaise with Porters for guidance and directions.

Doors
- Doors are of standard wooden construction with Georgian wired glass vision panels.
EMERGENCY EVACUATION OPTIONS

**Assisted Escape/ Buddy system**
A buddy system may be the only way of alerting a hearing impaired or D/deaf person to the operation of a fire alarm. The host/meeting or event organiser should ensure that someone is designated with this responsibility and for assisting the individual if necessary should the fire alarm sound.

**Make own way down stairs slowly**
Some people who use wheelchairs may be able to make their own way down the stairs if they have a little mobility. If this is the preferred mode of escape, they should wait in the designated safe area for the main flow of people to leave the building.

**Make own way up stairs slowly**
Some people who use wheelchairs may be able to make their own way up the stairs if they have a little mobility. If this is the preferred mode of escape, they should wait at the designated safe area for the main flow of people to leave the building.

**Move downstairs on bottom after main flow**
Some people may prefer to make their own way out by shuffling down the stairs on their bottom. If this is the preferred mode of escape, they should wait at the designated safe area for the main flow of people to leave the building.

**Move downstairs using handrails**
Some people will be able to make their own escape but will require the support of a handrail to negotiate the stairs. There are three sets of steps between each floor with handrails. The escape should only take place after the main flow of people has left the building; the designated safe area should be used while this is taking place.