University of BRISTOL

Access Statement –Inner Court Laboratories

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.

https://www.bris.ac.uk/safety/media/uobonly/po/peep-policy-po.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:

http://www.bristol.ac.uk/safety/media/uobonly/gn/peep-guidance-and-forms-gn.docx

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: Inner Court Laboratories

Background

- Inner Court Labs is occupied by the School of Earth Sciences. It is constructed over 4 floors.
- The building is used for offices, teaching and research using Laboratories.

Parking

- One disabled space is available via a UoB in the University road car park.
- Blue badge holders can park for free in permit bays on Woodland road.

Means of Access into the Building

- There is level access to the third floor from Woodland road, via a Ucard controlled door.

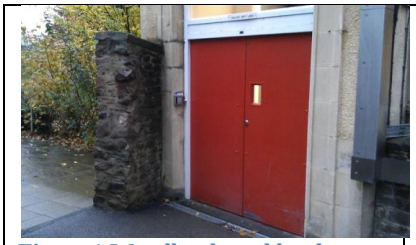

Figure 1 Woodland road level access to 3rd floor

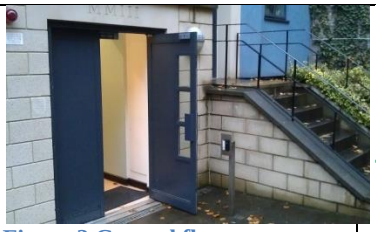

Figure 2 Ground floor access to platform lift. To the right is access via 8 steps.

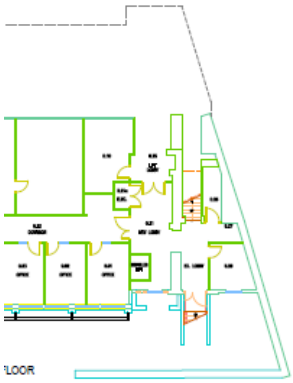

Figure 3 plan of Ground floor access, showing location of Disabled Toilet

- There is access to the ground floor via Ucard controlled access door and a cabin enclosed platform lift.
- There is a stepped access to the ground floor

Toilets

- Disabled toilets are available on the ground floor.
- The disabled toilets are alarmed locally.

Reception

- There is no Porters' Lodge in this building

Lift and Stair Access

Lifts

- The Goods lift from Ground floor serves all floors, but is not recommend for passengers because of inconsistent service.
- There is an enclosed cabin platform lift serving ground floor to lower level ground floor. Safe working load is 2 people + a wheelchair or 400kg

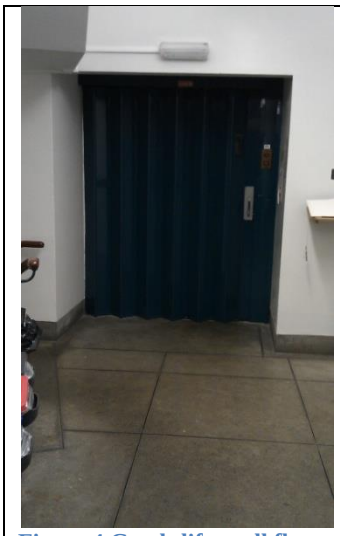

Figure 4 Goods lift to all floors

Figure 5 Cabin platform lift

Stairs

- The Main staircases are stone staircases, with low lighting levels and wooden handrails.
- There is an external spiral stair case from the 1st floor Laboratory.

Refuge Points

- There are no designated refuge points in the building.

Signage

- Wheelchair access signage in South and North buildings is in Braille.

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.

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 at the refuge point 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 refuge point 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 be shuffling down the stairs on their bottom. If this is the preferred mode of escape, they should wait at the refuge point for the main flow of people to leave the building.

Move downstairs in own chair with support
Some wheelchair users may be able to tip their chair on its axis and travel down the stairs this way. Others may be able to do this with assistance. The steps are wide and very shallow and there are two sets. The escape should only take place after the main flow of people has left the building; the refuge point should be used while this is taking place.

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 two sets of wide, shallow steps with handrails. The escape should only take place after the main flow of people has left the building; the refuge point should be used while this is taking place.

Evacuation chairs
There are no Evacuation chairs in Inner Court Labs.

Platform or Wheelchair lifts
There is an enclosed cabin platform lift serving ground floor to lower level ground floor. Safe working load is 2 people + a wheelchair or 400kg

Carry-down
There are a number of different carry-down techniques that can be employed. However, in order to do this safely a manual handling risk assessment must be carried out and a suitable team assembled and trained.

Cannot transfer readily
Those who cannot transfer readily should contact the Facilities Manager in advance of accessing the building so that full consideration can be given to any potential health and safety issues and to any reasonable adjustments that might be necessary.

Evacuation Lift
There is no passenger lift that services all floors in this building.