



C O N S U L T A N C Y

21 Saint Lawrence Court
Nantwich
Cheshire
CW5 5PB



Accessibility Audit

Low Hall Nursery School

Low Hall Lane

London

E17 8BE

Date 07/03/2017

T: 0845 056 4421

e: info@accessaudits.com

w: www.accessaudits.com

This report may not be copied or reproduced by any means without prior written permission from Direct Access Consultancy Ltd. If you have received this report in error, please destroy all copies in your possession or control and notify Direct Access Consultancy Ltd.

This report has been prepared for the exclusive use of the commissioning party and unless otherwise agreed in writing by Direct Access Consultancy Ltd, no other party may use, make use of or rely on the contents of this report. No liability is accepted by Direct Access Consultancy Ltd for any use of this report, other than for the purposes for which it was originally prepared and provided.

Opinions and information provided in the report are on the basis of Direct Access Consultancy Ltd using due skill, care and diligence in the preparation of the same and no warranty is provided as to their accuracy. It should be noted and it is expressly stated that no independent verification of any of the documents or information supplied to Direct Access Consultancy Ltd has been made.

This report can be provided in large print or Braille on request

CONTENTS

Section 1	Introduction
1.1	Accessibility audit
1.2	Purpose of audit
1.3	Audit process
1.4	Priorities
1.5	Keys for costs
1.6	Abbreviations
1.7	Sources of guidance
1.8	Images
Section 2	Consultation
2.1	Access groups
2.2	Conservation area/ listed building status
2.3	Fire officer
Section 3	Site Details
3.1	Description of site
3.2	Facilities in place
Section 4	Audit Findings
4.1	Audit Table
Section 5	Photographic Survey
5.1	Audit Media
Section 6	Action Plan
6.1	Action Table

Section 1 - Introduction

1.1 ACCESSIBILITY AUDIT

The audit addresses and recognises the requirements of the Equality Act 2010 (Disability Discrimination Act (DDA) 1995 and 2005) The report includes recommendations for required remedial actions and ongoing monitoring and control measures. Guidance is also referred to such as BS8300: 2009 – Design of Buildings and Their Approach to Meet the Needs of Disabled People – Code of Practice; along with other applicable sources where appropriate.

The content of this report is based on the information and access provided to the consultant at the time of this audit. Any recommendations or advice in this report is based upon evidence seen. Whilst every care is taken to interpret current Acts, Regulations and Approved Codes of Practices, these can only be authoritatively interpreted by Courts of Law.

Undergoing of the recommendations in the report could assist in meeting the requirements of the Equality Act 2010 but does not guarantee it. Nor does compliance with this report remove any liability on the part of the client or give protection against legal proceedings.

1.2 PURPOSE OF AUDIT

The purpose of the access audit is to assess how well a site performs in terms of access and ease of use by a wide range of potential users, including people with disabilities. The audit provides a certain “snapshot” of a building at one point in its life. As the starting point of an ongoing access action plan, it can be used to highlight areas for improvement as well as a general risk assessment.

The most obvious part of a building, which determines its accessibility, is the shell. Decisions made by the architect can fundamentally affect the accessibility for a long time.

When the building is fitted out, fixtures and fittings can be critical. Most do not survive as long as the building itself, and if deficiencies are identified, these can be included in the next potential refurbishment.

A building is next furnished and equipped, and at this stage many mistakes can occur. Furnishings are generally short-lived so opportunities for improvement tend to occur more regularly.

Finally, as the building is occupied, the way it is used and managed becomes crucial. Accessibility is affected when bad housekeeping exists causing tripping hazards or over-zealous polishing leads to slippery floors. Continual monitoring by management therefore has a considerable role to play.

1.3 AUDIT PROCESS

The audit was undertaken in two stages employing plans of the building, if available, and the checklists in Section 5 (Audit table) The general order of the checklists is:

Checklist Ref	Description	Applicable to this property	
		Yes	No
Checklist 1	Approach, Routes & Street Furniture	✓	
Checklist 2	Car Parking		X
Checklist 3	External Ramps		X
Checklist 4	External Steps		X
Checklist 5	Entrances	✓	
Checklist 6	Reception Areas & Lobbies	✓	
Checklist 7	Corridors & Internal Surfaces	✓	
Checklist 8	Internal Doors	✓	
Checklist 9	Internal Ramps		X
Checklist 10	Internal Stairs		X
Checklist 11	Lifts / Platform Lifts		X
Checklist 12	WCs: General Provision	✓	
Checklist 13	WCs: Wheelchair Users	✓	
Checklist 14	Facilities	✓	
Checklist 15	Way Finding	✓	
Checklist 16	Lighting & Acoustics	✓	
Checklist 17	Means of Escape	✓	
Checklist 18	Building Management	✓	

Note: Not all of the above checklists may be relevant to this particular building.

Stage 1 – Information gathering

This is undertaken as a walkthrough audit / inspection of the building using the checklists.

Stage 2 – Results and recommendations

The report suggests possible improvements that can be made to the building. These range from small non-structural adjustments to possibly major structural alterations. It also gives an indication to priorities and costs.

1.4 PRIORITIES

The priorities are dependent upon various factors including:

- Compliance to AD M (Part M of The Building Regulations)
- Client's policy and objectives
- Current use of the building
- Costs involved and available resources
- Plans for refurbishment
- Maintenance programmes
- Agreement of outside agencies (such as a free holder or local highway authority)

Priority ratings are as follows:

Priority A:

Where there are potential health and safety risks or where failure to implement changes would be highly likely to attract legal implications. Immediate action is recommended to put changes into effect.

Priority B:

Where action is recommended within the short term to alleviate an access problem or make improvements that will have a considerable impact.

Priority C:

Where action is recommended within 12 – 24 months to improve access.

Priority D:

Where the recommendation involves excessive costs or should be implemented as part of a long-term plan.

1.5 KEYS FOR COSTS

Budget costs have been included in the form of bands.

- N** - None
- M** - Minimal
- OG** - Ongoing Maintenance
- ST** - Structural Change
- EX** - Major Structural Change

Please note cost keys are indicative only and that Direct Access Consultancy Ltd can not be held liable for any misinterpretations.

1.6 ABBREVIATIONS

Used throughout the report are the following abbreviations:

- DDA** - Disability Discrimination Act
- BS8300** - British Standard BS8300: 2009 - Design of Buildings and their approaches to meet the need of disabled people
- AD M** - Building Regulations Approved Document M - Access to and Use of Buildings
- EQ** - Equality Act 2010

1.7 SOURCES OF GUIDANCE

There are a number of guidance notes and standards that illustrate good practice in terms of meeting the needs of disabled people.

Listed below are some documents that have been utilised for the purpose of this report.

Building Regulations Approved Document M – Access to and Use of Buildings 2010 (2015 Edition)
British Standard BS 8300 2009+A1:2010 - Design of Buildings and their approaches to meet the need of disabled people.

Equality Act 2010 - All Parts Including Chapter 2 - Adjustments for disabled persons -
www.legislation.gov.uk/ukpga/2010/15/contents

DDA 1995 Code of Practice 'Rights of Access to Goods, Facilities, Services and Premises' 2005.
Disability Discrimination Act 1995 and 2005, HMSO.

British Standard BS9999:2008 - Code of practice for fire safety in the design, management and use of buildings.

JMU Access Partnership & Sign Design Society – Sign Design Guide- A Guide to Inclusive Signage (2004).

The Access Manual, by Anne Sawyer and Keith Bright, Blackwell, 2003.

Access Audit Price Guide, Building Cost Information Service, 2002.

Please note however the Equality Act 2010' is not prescriptive in its recommendations to improve accessibility. As such, compliance with the Act cannot ultimately be determined or used as a method for assessing accessibility. Only tangible standards set out in guidance documents such as BS 8300 2009+A1:2010 can be referred to for 'compliance'.

1.8 IMAGES

Please note external images are used within this report; these are for illustrative purposes only. External images are indicated along with their source.

Section 2 – Consultation

2.1 ACCESS GROUPS

For the purpose of this report, consultation with local Access Groups has not been undertaken. It is advisable to seek advice from various users groups and appropriate employees prior to undertaking specific adaptation works as a result of recommendations within this report.

2.2 CONSERVATION AREA / LISTED BUILDING STATUS

The site and buildings do not have a listed building status. Professional advice must be sought for planning applications.

2.3 FIRE OFFICER

Where recommendations have been suggested that may have an effect on the evacuation strategy, additional consultation with the Fire Officer is advised prior to works being undertaken.

Section 3 - Site Details

3.1 DESCRIPTION OF PROPERTY

Description	Details
Date of Construction:	Estimated 1970s
Constructed of:	Traditional Construction
Number of Floors:	Single Storey Nursery
Access Via:	Main Entrance
External Areas:	Approach Routes / Play Areas
No. Passenger Lifts	N/A - Single Storey


3.2 FACILITIES IN PLACE





Facility	Details
Ramps	Not Applicable
Platform lifts	Not Applicable
Stair lift	Not Applicable
Visual indicators for fire alarms	Visual Strobe Alarms Provided / Limited - Not All Areas
Induction loops / Infrared systems	No Induction Loop Provided At Reception
Accessible toilets	Accessible WC Available - Not Compliant / Requires Extensive Works
Tactile signage	None Provided
On site assistance	On-Site Staff
Designated parking areas	Not Owned By Nursery / Uses Adjacent Medical Centre Car Park
Evacuation Equipment	N/A - Single Storey
Any Other Additional Information:	
The next access audit for the nursery should be undertaken in 2020	

Audit

Question	Response	Details
Checklist 1 - Approach Routes & Street Furniture		
1.1 - Is the nursery within convenient walking distance of:- _ Public Highway and Pathways? _ Public Transport e.g. Bus Stops? _ Car parking? (For car parking refer to Checklist 2)	B	The nursery is close to public transport options, options on how to arrive at the nursery should be clearly displayed on the website. The nursery does have an 'informal' agreement in place with the adjacent medical centre to use their car park for staff members.
1.2 - Route free of kerbs? Do crossings on approach have tactile paving? If there are pedestrian crossings, do these have turn cones to aid people who are DeafBlind?	D	There is a lack of tactile paving provided to the crossing points on approach to the nursery to aid people with impaired vision.
1.3 - Wide enough? If a route or pathway is narrow, is there a suitable passing place for wheelchair users? Is plantation trimmed back and are low branches avoided?	Yes / N/A	All of the routes are wide enough to accomodate wheelchair users. On the day of the survey, plantation was trimmed and low branches were avoided which can cause potential difficulties people with impaired vision.
1.4 - Surfaces even and slip resistant? Is paving flush with no cracks or gaps that could trap the wheels of a wheelchair?	Yes / N/A	The approach to the main entrance has surfaces which are even and slip resistant.
1.5 - Is the location of the nursery clearly identified from the street? Visual clues and sufficient landmarks to aid orientation?	C	There is a lack of on street signage on approach to the school. First time visitors could potentially be confused as to where the nursery is located as it is set back from the street.

Question	Response	Details
1.6 - Free from hazards such as bollards, litter bins? Are planting features kept to a minimum and are they colour contrasted?	D	On approach to the nursery, the light posts and traffic posts do not feature contrast markings at two heights in accordance to BS8300.
<div data-bbox="120 363 443 608" data-label="Image"> </div> <div data-bbox="232 652 320 679" data-label="Caption"> <p>Photo 1</p> </div>		
1.7 - Free from hazardous building features such as outward-opening doors, windows or overhangs? Do columns or structural posts have markings at two heights?	Yes / N/A	No issues to report. The external posts within the children's playing areas have been padded.
<div data-bbox="120 888 443 1133" data-label="Image"> </div> <div data-bbox="232 1177 320 1204" data-label="Caption"> <p>Photo 2</p> </div>		

Question	Response	Details
1.8 - Adequate seating provided along routes? Is there suitable seating within the play areas?	D	<p>There is a lack of seating with armrests within areas that parents pick up and drop off their children.</p> <p>There is a lack of suitable seating with armrests within the rear playground area.</p>
<div></div> <p>Photo 3</p>		

Question	Response	Details
1.9 - Are entrance gates appropriately colour contrasted and do intercoms have accessible features?	A	<p>There are three entrance gates. The first gate off the street, a second gate near the main entrance and a third gate off the car park area (owned by the adjacent medical centre)</p> <p>The first entrance gate has a high latch which is out of reach for wheelchair users and for persons of short stature. This has been installed not for security but to ensure that children do not open the gate. It is recommended that an assistance bell along with signage be installed, the existing latch should remain.</p> <p>The second gate has an intercom which is positioned too high off the ground floor level for wheelchair users and for persons of short stature. The release on the inside is also too high.</p> <p>All of the entrance gates including off the car park do not suitably colour contrast and there is no contrast to the controls to aid people with impaired vision.</p>
<div><div><p>Photo 4</p></div><div><p>Photo 5</p></div><div><p>Photo 6</p></div><div><p>Photo 7</p></div></div>		

Question	Response	Details
1.10 - Is there accessible play equipment provided for disabled children? Are all key external areas accessible such as wildlife areas?	C	<p>To the front of the nursery there is a pond which is sometimes visited by the children in small organised groups especially during the summer. From the gate to the pond is grazed, wheelchair users can find it difficult to travel along grass and it is recommended that a small path be constructed.</p> <p>There should be a small ramp up to the rear gazebo to allow wheelchair users to access the feature. This could be a small portable ramp or potentially a made to measure wooden ramp.</p> <p>It is understood that the playing equipment within the rear playground is shortly to be updated.</p>



Photo 8



Photo 9







Photo 10

Checklist 2 - Car Parking


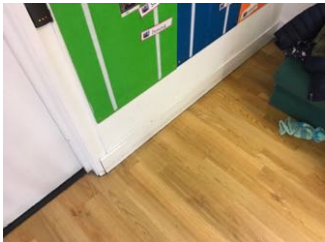

2.1 - Are accessible bays provided for badge holders?	Yes / N/A	The nursery does not have a car park, there is an informal agreement in place to allow staff members to park the car.
2.2 - Accessible bays clearly sign-posted from the sites's car park entrance? Is there signage to the front of the bays?	Yes / N/A	
2.3 - Are bays marked out appropriately and easily identified? Can car doors be fully opened to allow disabled drivers and passengers to transfer to a wheel chair parked alongside?	Yes / N/A	
2.4 - Close enough to facilities the car park serves?	Yes / N/A	


Question	Response	Details
2.5 - Routes from parking area to site entrance accessible, with dropped kerbs and appropriate tactile warnings? Car park surface smooth, even and free from loose stones?	Yes / N/A	
2.6 - For larger car parks, are safety marked out walking routes provided to guard slow moving persons or people with hearing impairments?	Yes / N/A	
2.7 - Is the car park adequately lit? Do staff members frequently check the level of lighting within the car park?	Yes / N/A	
Checklist 3 - External Ramps		
3.1 - Wide enough and suitably graded? Is there colour contrast to the surface of the ramp?	Yes / N/A	Not applicable for this site.
3.2 - Suitable handrails on each side?	Yes / N/A	
3.3 - Surface slip-resistant, firmly fixed and easy to maintain?	Yes / N/A	
3.4 - Edges protected to prevent accidents?	Yes / N/A	
Checklist 4 - External Steps		
4.1 - Visual and tactile warnings at the top and bottom of steps?	Yes / N/A	Not applicable for this site.
4.2 - Suitable handrails on each side? Are handrails suitably colour contrasted to aid people with impaired vision?	Yes / N/A	
4.3 - Lighting adequate and well positioned? Are steps appropriately illuminated during darker hours?	Yes / N/A	
4.4 - Treads long enough and all of the same length?	Yes / N/A	
4.5 - Risers shallow enough, all of the same height, and unlikely to trip users? Are there open risers?	Yes / N/A	

Question	Response	Details
4.6 - Nosings readily identifiable? If nosings are painted, is the paint still durable with no wear and tear?	Yes / N/A	
Checklist 5 - Entrances		
5.1 - Is the nursery entrance easy to find? Is the entrance clearly distinguishable from facade?	D	The white main entrance is not suitably colour contrasted against the surrounding cream coloured facade to aid people with impaired vision.
 <p>Photo 11</p>		
5.2 - Door opening wide enough for all users? Enough space alongside leading edge for a wheel chair user to open the door while clear of the door swing?	Yes / N/A	The main entrance has a width which provides sufficient clearance for wheelchair users.
5.3 - Level or flush threshold?	Yes / N/A	A level threshold is provided through the main entrance.
5.4 - If there are steps at the main entrance, is there signage indicating where the accessible entrance is located?	Yes / N/A	Not applicable for this site.
5.5 - Can people each side of the door, either standing or seated, see each other and be seen? If the entrance is solid, is this due to security concerns?	Yes / N/A	The main entrance is glazed which provides a clear view into the building.

Question	Response	Details
5.6 - Door control at a suitable height for both standing and seated users? Are door handles clearly located, easy to use and grip?	D	<p>The handles for the main entrance are of a similar colour as the door resulting in a lack of colour contrast to aid people with impaired vision.</p> <p>The internal release button is not colour contrasted against the surround and it is positioned too high off the ground floor level.</p>
<div>   </div> <div> <p>Photo 12</p> <p>Photo 13</p> </div>		
5.7 - Door closer of appropriate type? Can the door be easily opened single handedly?	Yes / N/A	The main entrance has an opening pressure which was measured as being less than 30 Newtons. No issues to report.
5.8 - Entry phones and intercoms detailed to allow use by people with sensory or mobility impairments? Is there an LED display to accommodate people with hearing impairments?	B	The door bell at the main entrance to notify front line staff to open the door is positioned too high off the ground floor level for wheelchair users and for persons of short stature.
<div>  </div> <div> <p>Photo 14</p> </div>		


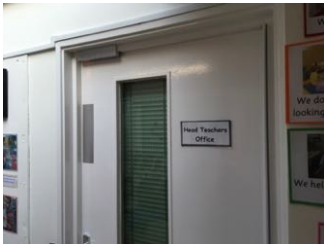

Question	Response	Details
5.9 - Glazed entrance door: markings for safety and visibility? If manifestations are provided, are these suitably colour contrasted against their background?	Yes / N/A	Manifestations are not required for the main entrance.
5.10 - Weather mat of firm texture and flush with floor?	Yes / N/A	No issues to report.
5.11 - Are automatic doors provided? If so, do these remain open long enough for a slow-moving person to pass through? Are visual and tactile warnings provided?	B	Automated door openers would be beneficial for the main entrance when budget permits. Potentially coincide with recommended works for the main entrance. This would increase accessibility for a range of users.
5.12 - If automatic doors are operated via a push pad rather than a sensor, are these clearly seen on approach? (internally and externally)	Yes / N/A	Not applicable for this site.
Checklist 6 - Reception Areas and Lobbies		
6.1 - Clear view in from outside? Can receptionists see visitors and provide assistance if necessary?	Yes / N/A	The main entrance is fully glazed which provides a clear view into the building and the front line staff are able to see if someone requires assistance.
6.2 - Transitional lighting? Is the entrance lobby and reception area well illuminated?	Yes / N/A	The reception area is well lit. Blinds are provided to the windows which monitors the use of daylighting to ensure that there is no glare that could cause potential difficulties for people who lip-read.





Question	Response	Details
6.3 - Reception/desk/counter/ checkout suitable for approach and use from both sides by people either standing and seated?	C	The reception hatch is too high off the ground floor level for wheelchair users and for persons of short stature.
 <p>Photo 15</p>		
6.4 - Surfaces suitable? Is there colour contrast to the flooring in front of the reception desk and are edges highlighted?	D	<p>The reception does not have colour contrast provided to the front flooring to aid people with impaired vision.</p> <p>The hatch frames should be painted a contrasting colour.</p>
  <p>Photo 16</p> <p>Photo 17</p>		
6.5 - Induction loop fitted? Is there signage indicating the availability of the facility? Are front line staff aware of the facility and its purpose?	B	There is no induction loop provided to the reception desk to accommodate hearing aid users who struggle when there is background noise.


Question	Response	Details
6.6 - If security permits the use of a glazed screen, is this non-reflective and free of glare which could hinder lip-readers?	D	The reception hatch has a glazed screen which is reflective which is likely to cause potential difficulties for people who lip-read. Deemed reasonable to retain in the short term as the glass is typically pulled to one side when in use.
 <p>Photo 18</p>		
6.7 - Is there a minicom provided for deaf people? Is the availability of this facility highlighted on the website and on leaflets?	D	The nursery does not have a minicom provided to accommodate hearing impaired people who are unable to use the telephone.
6.8 - Seating designed for ease of use? Is there a management procedure to ensure spaces are provided for wheelchair users?	B	The seats adjacent to the reception do not feature armrests to aid ambulant disabled persons.
6.9 - Is there a procedure to ask visitors if they have any access requirements prior to their visit to the nursery?	A	Site management need to ensure that this is suitably in place. There should be a procedure to ask visitors prior to their visit if they may have any access requirements that the staff should be aware of.
6.10 - When checking in / signing in, are visitors asked if they may require assistance if the fire alarm is activated?	A	At current visitors are not asked if they may require assistance should the fire alarm be activated. This should be added as a question within the visitors sign in book / and added to the transcript to the rear of the visitors passes.
Checklist 7 - Corridors and Internal Surfaces		

Question	Response	Details
<p>7.1 - Corridor wide enough for a wheel chair user to manoeuvre and for other people to pass? Turning space for wheel chair users?</p>	<p>B</p>	<p>On approach to the reception from the main entrance, the central units are narrowing the available clearance widths for wheelchair users. The central units are also the same colour as the flooring causing a potential collision hazard.</p>
<div data-bbox="118 394 441 638" data-label="Image"> </div> <p data-bbox="237 687 322 708">Photo 19</p>		
<p>7.2 - Free from obstruction to wheel chair users and from hazards to people with impaired sight? Are there any internal columns that have a lack of colour contrast?</p>	<p>C</p>	<p>Within the main central hub there are two columns which are white seen against a white background (from some angles) These should be colour contrasted to ensure that they do not pose a potential collision hazard.</p> <p>The wooden play structure within the central hub should have the edge of the steps painted to highlight them.</p>
<div data-bbox="118 1053 441 1297" data-label="Image"> </div> <p data-bbox="237 1347 322 1367">Photo 20</p> <div data-bbox="452 1053 775 1297" data-label="Image"> </div> <p data-bbox="571 1347 656 1367">Photo 21</p> <div data-bbox="786 1053 1108 1297" data-label="Image"> </div> <p data-bbox="904 1347 990 1367">Photo 22</p>		




Question	Response	Details
7.3 - Are all key facilities within the nursery accessible for all users? Where there are facilities not available are there alternative means of access procedures in place?	A	There is step free access available throughout the nursery however various doors have very narrow clearance widths which is likely to hinder access for those who use larger wheelchairs. Refer to 8.4.
7.4 - Floor surfaces suitable for passage of wheelchairs? Junctions between floor surfaces correctly detailed?	Yes / N/A	Throughout the nursery, floor surfaces are suitable for passage of wheelchair users. Additionally, the junction between floor surfaces are appropriately detailed with no potential tripping hazards identified.
7.5 - Colours, tones and textures varied to help people distinguish between surfaces and fixtures and fittings? Do the floors suitably colour contrast against the walls (this can also be achieved by having well contrasted skirting boards)	C	The colour scheme within the front part of the nursery is poor, everything is white including the doors. There is limited colour contrast to aid people with impaired vision. Refer to 8.1
7.6 - Floor surfaces slip-resistant? Bright, boldly patterned floors avoided?	Yes / N/A	Throughout the site the floor surfaces appear to be slip-resistant. There does not appear to be any bright and boldly patterned floors that could potentially cause confusion for people with impaired vision.
7.7 - Busy or distracting wall coverings avoided?	Yes / N/A	Busy or distracting wall coverings have been avoided.
Checklist 8 - Internal Doors		



Question	Response	Details
8.1 - Distinguishable from surroundings?	C	The doors at the front part of the Nursery are white, along with white frames seen against white walls. This does not provide sufficient colour contrast to aid people with impaired vision.
<div>   </div> <div> <p>Photo 23</p> <p>Photo 24</p> </div>		
8.2 - Glass door: clearly visible when closed? Are manifestations suitably colour contrasted against the background?	Yes / N/A	There are no fully glazed doors on site that require manifestations.
8.3 - Can people each side of the door, either standing or seated, see each other and be seen? Are vision panels kept clear of temporary notices? (for an example classroom entrances)	Yes / N/A	The key doors have the appropriate vision panels installed. No issues to report.
<div>  </div> <div> <p>Photo 25</p> </div>		

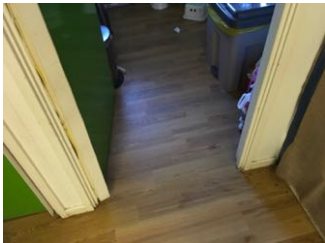

Question	Response	Details
8.4 - Clear opening width sufficient for a wheel chair user? Adequate space available alongside leading edge for a wheel chair user to open the door while clear of the door swing?	A	<p>Throughout, many of the doors have very narrow clearance widths which are less than the recommended 750mm.</p> <p>The following key doors were identified as having very narrow widths -</p> <p>The rear office Rear Yellow Room Rear Red Room Fire exit lobby door adjacent to Red Room Staff Room</p> <p>The majority of the nursery is open plan and there is good access to the Rainbow Room.</p>
<div><div></div><div></div><div></div><div></div></div> <div><div>Photo 26</div><div>Photo 27</div><div>Photo 28</div><div>Photo 29</div></div>		



Question	Response	Details
8.5 - Door control at a height suitable for both standing and seated users? Easily gripped and operated? Control clearly distinguishable from the door itself?	B	BS8300 compliant tubular style lever handles are provided throughout the nursery. Some doors have high handles however this is to ensure the safety of the children.
 <p>Photo 30</p>		
8.6 - Door light enough to open easily? Door closers of an appropriate type and with minimum necessary opening pressure?	Yes / N/A	Doors are easy to open using less than 30 Newtons of force. No issues to report.
8.7 - Where there are security keypads or readers, are these suitably positioned for potential staff members with disabilities?	Yes / N/A	A key card system is in place which is preferable to keypads which some people with dexterity impairments can find difficult to use. No issues to report.
Checklist 12 - WC Provision & Changing Areas		
12.1 - Lobby door light enough to open easily? Lobby of sufficient size for easy access?	Yes / N/A	There is a staff toilet along with further toilets for the young children. An accessible WC is also available which is commented on in Checklist 13. The toilet doors were identified as being easy to open.
12.2 - Slip-resistant floors throughout?	Yes / N/A	Slip resistant flooring is provided within each of the WCs.

Question	Response	Details
12.3 - Fittings all easily distinguishable from background? Are hand dryers and sanitary ware easily seen against their surroundings?	B	Throughout the WCs the colour contrast is poor. The fittings and fixtures are not easily seen against their backgrounds.
<div data-bbox="118 360 441 606" data-label="Image"> </div> <div data-bbox="230 651 324 675" data-label="Caption">Photo 31</div> <div data-bbox="452 360 775 606" data-label="Image"> </div> <div data-bbox="564 651 658 675" data-label="Caption">Photo 32</div> <div data-bbox="786 360 1108 606" data-label="Image"> </div> <div data-bbox="898 651 992 675" data-label="Caption">Photo 33</div>		
12.4 - Compartment door controls all easily gripped and operated? Are cubicle doors suitably colour contrasted against the panels?	D	Cubicle doors are not appropriately colour contrasted to aid people with impaired vision.
<div data-bbox="118 887 441 1133" data-label="Image"> </div> <div data-bbox="230 1177 324 1201" data-label="Caption">Photo 34</div> <div data-bbox="452 887 775 1133" data-label="Image"> </div> <div data-bbox="564 1177 658 1201" data-label="Caption">Photo 35</div>		
12.5 - Are urinals well contrasted and do they have grab rails to assist ambulant disabled persons?	Yes / N/A	Not applicable for this site.



Question	Response	Details
12.6 - Are lever style taps provided within the WCs to aid people with dexterity impairments?	B	WCs do not have lever style or sensor operated taps to aid people with dexterity impairments.
<div>    </div> <div> <div>Photo 36</div> <div>Photo 37</div> <div>Photo 38</div> </div>		
12.7 - When there is no accessible WC available, is there a facility provided for ambulant disabled persons?	Yes / N/A	Further facilities are not deemed required with the availability of an accessible WC.
12.8 - Where there are shower facilities, is a grab rail provided? Is there a level access shower for disabled people?	Yes / N/A	Not applicable for this site.
Checklist 13 - WCs: Wheelchair Users		

Question	Response	Details
<p>13.1 - Compartment large enough to allow manoeuvring into position for frontal, lateral, angled and backward transfer unassisted and with assistance?</p>	<p>Yes / N/A</p>	<p>An accessible WC is provided adjacent to the staff WC. This has dimensions which are undersized and not compliant to BS8300. To be compliant, a facility should be at least 1500mm wide and 2200mm in length and be free of any box piping. The facility is also being used as a medical room.</p> <p>There is great potential scope to combine both the staff WC and accessible WC into one large compliant facility (potentially with a level access shower) and medical room. This would also allow for a new wider entrance.</p>
<div data-bbox="118 595 443 839">  </div> <div data-bbox="454 595 775 839">  </div> <div data-bbox="230 885 327 909">Photo 39</div> <div data-bbox="566 885 658 909">Photo 40</div>		
<p>13.2 - Travel distance to a suitable WC no greater than that for able-bodied people?</p>	<p>Yes / N/A</p>	<p>No issues to report.</p>





Question	Response	Details
<p>13.3 - Sufficient space available outside toilet compartment for manoeuvre? Is the entrance wide enough and does it open outwards?</p>	<p>A</p>	<p>The entrance is too narrow to be easily used by most wheelchair users. The accessible WC also has an inward opening door which will make it difficult to assist someone within the WC should they stumble and rest against the entrance.</p>
<div data-bbox="118 394 441 638" data-label="Image">  </div> <p data-bbox="237 687 322 708">Photo 41</p>		
<p>13.4 - Hand washing and dry facilities within easy reach of someone seated on WC? Is the hand basin suitably positioned in accordance to BS8300?</p>	<p>B</p>	<p>The fittings within the accessible WC are not colour contrasted against their surround to aid people with impaired vision.</p> <p>There is no hand drier facility to aid those who find it difficult to use paper towels.</p>
<div data-bbox="118 986 441 1230" data-label="Image">  </div> <p data-bbox="237 1283 322 1303">Photo 42</p>		

Question	Response	Details
13.5 - Door controls, lock and light switch easily reached and operated? Is there a grab rail to the inner face of the entrance?	B	There is no grab rail to the inner face of the accessible WC entrance and the door lock is not compliant to BS8300.
 <p data-bbox="237 624 322 643">Photo 43</p>		
13.6 - Tap appropriate for use by a person with limited dexterity, grip of strength?	A	The hand wash basin is positioned too far away from the toilet pan. The unit also features two standard taps instead of one single lever mixer tap.
 <p data-bbox="237 1150 322 1169">Photo 44</p>		


Question	Response	Details
13.7 - Suitably designed grab rails fitted in all positions necessary to assist manoeuvring? Are grab rails suitably colour contrasted to aid people with impaired vision?	A	The accessible WC requires a new grab rail set to be installed and there is currently no drop down rail to the left side of the toilet pan.
<div data-bbox="118 360 441 606" data-label="Image"> </div> <p data-bbox="237 655 322 676">Photo 45</p>		
13.8 - Is there a back rest provided to the toilet pan?	B	There is no backrest provided to the rear of the toilet pan.
13.9 - Is the flush of a suitable spatula type and is it appropriately located on the transfer side of the toilet pan?	B	The flush is not of spatula style and however it is located on the correct side of the toilet pan.
<div data-bbox="118 924 441 1166" data-label="Image"> </div> <p data-bbox="237 1219 322 1240">Photo 46</p>		




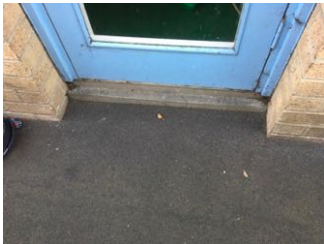
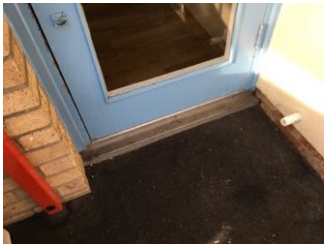
Question	Response	Details
13.10 - Is the transfer side of the toilet pan kept clear of any obstacles that may deny wheelchair users all of the transferring techniques in which an accessible WC is designed to provide?	A	On the day of the survey, items were stored within the transfer area of the accessible WC denying wheelchair users the appropriate transferring techniques in which an accessible WC is designed to provide.
 <p>Photo 47</p>		
13.11 - Is there a cord alarm? Is this coloured red with two triangular bangles and easy to reach from floor level?	A	The accessible WC does not feature a cord alarm, should someone require assistance they would not be able to make a distress call.
 <p>Photo 48</p>		
Checklist 14 - Facilities		

Question	Response	Details
14.1 - Are seats provided at intervals along long internal routes or where waiting likely?	D	There are no chairs with armrests provided within the staff room to aid ambulant disabled persons.
<div data-bbox="120 327 441 571" data-label="Image"> </div> <div data-bbox="230 617 327 641" data-label="Caption"> <p>Photo 49</p> </div>		
14.2 - Seats stable, with armrests and provided in a range of heights? Space for wheelchair user to pull up alongside a seated companion?	Yes / N/A	No issues to report.
14.3 - Are a number of chairs with armrests available within each of the key areas?	D	There is a chair with armrests provided for children. However many of the seats (along with the tables) are the same colour as the surrounding floor. This could cause a potential collision hazard.
<div data-bbox="120 1024 441 1268" data-label="Image"> </div> <div data-bbox="230 1313 327 1337" data-label="Caption"> <p>Photo 50</p> </div> <div data-bbox="452 1024 775 1268" data-label="Image"> </div> <div data-bbox="564 1313 658 1337" data-label="Caption"> <p>Photo 51</p> </div>		

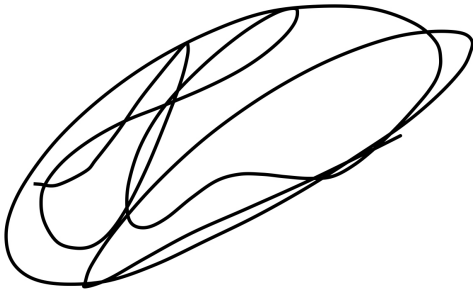
Question	Response	Details
14.4 - Do dining/ cafe counters have provision on both sides for wheelchair users? Do these counters have an induction loop to accommodate hearing aid users?	Yes / N/A	There is a dining counter which has been recently installed. If this is used for functions i.e to serve groups or parents then an induction loop to accomodate hearing aid users should be considered.
 <p>Photo 52</p>		
14.5 - Are there any height adjustable computer desks available?	Yes / N/A	Not applicable for this site.
14.6 - Do staff and general kitchenette areas have a lever tap to accommodate people with dexterity impairments? Are there split height work surfaces available?	D	<p>The kitchenette within the staff room does not feature lever taps to aid people with dexterity impairments. There are also no split height work surfaces to aid wheelchair users and people of short stature.</p> <p>The kitchen should have lever taps installed.</p>
   <p>Photo 53 Photo 54 Photo 55</p>		

Question	Response	Details
Checklist 15 - Way Finding		
15.1 - Overall layout of nursery reasonably clear and logical? Is there signage available in Braille and tactile?	C	The nursery does not have any tactile or Braille signage to accommodate people with impaired vision.
15.2 - On entering the reception area, are signs designed and located to convey information to visitors with sight impairments and wheel chair users with lower eye levels?	Yes / N/A	Deemed reasonable to retain, visitors are always escorted.
15.3 - Are standard toilet facilities suitably signed? On approach and on the actual entrances? Are the locations of the accessible WC facilities suitably identified and located? Does signage have the International Symbol of Access? (Wheelchair symbol)	C	There is a lack of signage to indicate where the toilets are located, there is no tactile or Braille signage provided on the toilet doors.
15.4 - Are notice boards well structured and the use of reflective protective covers avoided? Are temporary notices illustrated using good practice i.e. use of lower and upper case lettering?	Yes / N/A	The site manager illustrated a great awareness of taking care when using temporary notices such as printing on a light beige background and using upper/lower case. No issues to report.
15.5 - Are leaflets provided at suitable heights for wheelchair users and for people of small stature? Are leaflets available in alternative accessible formats such as Braille, Moon or Large Print? Are staff aware that materials can be provided in accessible formats on request? Is facility indicated as being available?	B	There should be a sign within the reception area stating that information provided by the school can be issued in accessible formats on request such as large print.
Checklist 16 - Lighting & Acoustics		
16.1 - Lighting designed to meet a wide range of users needs? Level of lighting sufficient for intended use?	Yes / N/A	No issues to report.
16.2 - Lights positioned where they do not cause glare, reflection, confusing shadows or pools of light and dark?	Yes / N/A	No issues to report.

Question	Response	Details
16.3 - Can occupiers control lighting? Are light switch plates suitably colour contrasted and appropriately positioned for a wheelchair user?	D	<p>The majority of the light switch plates are not suitably colour contrasted against their background.</p> <p>Sensor lighting should be considered for throughout the school which is not only energy efficient but also far more accessible than light switches that may not colour contrast against the walls or be positioned at awkward heights for wheelchair users.</p>
 <p>Photo 56</p>		
16.4 - Are blinds available to control the natural day lighting? Is glare avoided which can hinder attempts by people with hearing impairments to lip-read?	Yes / N/A	Blinds are provided which helps to control the glare that could hinder people trying to lip-read.
16.5 - Quiet and noisy areas separated by a buffer zone? Environment free from unnecessary obtrusive noise (e.g. heating units)?	Yes / N/A	There was no obvious unnecessary obtrusive noises identified such as potentially from an IT server.
16.6 - Good balance of hard and soft surfaces?	Yes / N/A	There is a mixture of hard and soft surfaces and furnishings available throughout the nursery.
16.7 - Are induction loops fitted within the key areas i.e.- Main Hall or the central hub?	Yes / N/A	Refer to 16.7, No portable induction loops are provided that could be transported around the nursery as when required.
16.8 - Are portable induction loops available? Are staff members aware of how to use the facility and are they kept charged?	B	No portable induction loops are provided that could be transported around the nursery as when required.
Checklist 17 - Means of Escape		

Question	Response	Details
17.1 - Audible alarm system supplemented by visual system?	B	There are visual alarms to inform people with hearing impairments in the event of the fire alarm being activated. However these are not located in areas in which people could be sited alone such as within the staff room.
 <p>Photo 57</p>		
17.2 - Ground floor exit routes accessible to all, including wheel chair users, as entrance routes?	A	The fire exits are too narrow for most wheelchair users. Additionally they are not flush with the surrounding external floor.
    <p>Photo 58 Photo 59 Photo 60 Photo 61</p>		
17.3 - Once outside, can a wheelchair user get to a place of safety? Are pathways provided and are these wide enough?	Yes / N/A	Once outside, wheelchair users are able to get to a place of safety. The pathways from the site are sufficient to allow appropriate manoeuvrability for wheelchair users.

Question	Response	Details
17.4 - If disabled people are unable to leave the building, is there a suitable refuge area? Is there an intercom provided within the refuge area and does this have accessible features such as an LED display?	Yes / N/A	Not applicable for this site.
Checklist 18 - Building Management		
18.1 - External Routes; Including steps and ramps, kept clean, unobstructed and free from surface water, snow and ice?	Yes / N/A	On the day of the survey, the external routes were very well maintained.
18.2 - Accessible parking; Designated spaces not used by non-disabled drivers and kept free from obstructions?	Yes / N/A	Not applicable for this site. The nursery does not have a car park.
18.3 - Horizontal circulation; Space required for wheel chair manoeuvre not obstructed by furniture, deliveries, storage etc.?	Yes / N/A	Routes throughout were kept clear of any obstacles that could present potential difficulties for wheelchair users to manoeuvre.
18.4 - Means of Escape; Exit routes checked regularly for freedom from obstacles (including locked doors) and combustible materials? Alarm systems, including those in WCs, regularly checked?	A	Site management need to ensure that the appropriate procedures are in place to frequently check the exit routes to make sure that there are no obstacles. Alarm systems including those within the WCs also need to be checked.
18.5 - Means of Escape; Personal egress plan available for each member of staff needing assistance? Overall escape strategy for visitors who may need assistance?	A	Site management need to ensure that the appropriate personal egress plans are available for each member of staff needing assistance.
18.6 - Means of Escape; Both general escape strategy and personal emergency egress plans regularly checked for efficiency and effectiveness?	A	Site management need to ensure that both the general escape strategy and personal emergency egress plans are regularly checked for efficiency and effectiveness.
18.7 - Equipment; Are emergency cord alarms tested at regular intervals to ensure that they are working? Are induction loops frequently tested for effectiveness?	Yes / N/A	Not applicable for this site. When a cord alarm is installed within the accessible WC, this should be tested frequently and appropriately recorded.
The management strategy / system itself was not inspected / analysed and so this was not confirmed. Ensure a means of escape for all staff is administered, involving for example Fire Wardens/colleagues, to sweep all areas in event of a fire to alert hearing impaired people/assist visually impaired people/mobility impaired people, wherever they may be in the building.		

Question		Response	Details
Access Auditor / Surveyor	Steven Mifsud	07/03/2017 15:59	

Photographs



Photo 1



Photo 2



Photo 3



Photo 4



Photo 5



Photo 6



Photo 7



Photo 8



Photo 9



Photo 10



Photo 11



Photo 12



Photo 13



Photo 14



Photo 15



Photo 16



Photo 17



Photo 18



Photo 19

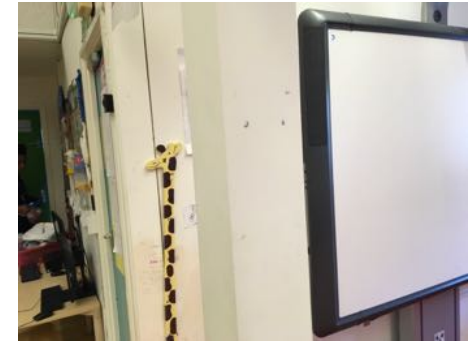


Photo 20



Photo 21



Photo 22



Photo 23



Photo 24



Photo 25



Photo 26



Photo 27



Photo 28



Photo 29



Photo 30



Photo 31



Photo 32



Photo 33



Photo 34



Photo 35



Photo 36



Photo 37



Photo 38



Photo 39



Photo 40



Photo 41



Photo 42



Photo 43



Photo 44



Photo 45



Photo 46



Photo 47



Photo 48



Photo 49



Photo 50



Photo 51



Photo 52



Photo 53



Photo 54



Photo 55



Photo 56



Photo 57



Photo 58



Photo 59



Photo 60



Photo 61

Section 6 – Action Plan

6.1 - ACTION TABLE

COSTS - **N** = NONE **M** = MINIMAL **OG** = ONGOING MAINTENANCE **ST** = STRUCTURAL CHANGE **EX** = MAJOR STRUCTURAL CHANGE

Item Ref.	Details / Issue	Recommendation	Est Cost	Action Taken
PRIORITY A				
1.9	<p>There are three entrance gates. The first gate off the street, a second gate near the main entrance and a third gate off the car park area (owned by the adjacent medical centre)</p> <p>The first entrance gate has a high latch which is out of reach for wheelchair users and for persons of short stature. This has been installed not for security but to ensure that children do not open the gate.</p> <p>The second gate has an intercom which is positioned too high off the ground floor level for wheelchair users and for persons of short stature. The release on the inside is also too high.</p> <p>All of the entrance gates including off the car park do not suitably colour contrast and there is no contrast to the controls to aid people with impaired vision.</p>	<p>It is recommended that an assistance bell along with signage be installed, the existing latch should remain. Safety of children takes precedence over accessibility.</p> <p>The intercom should be repositioned. Ensure all operating parts are within 1050mm off the landing level and ensure no obstruction below. Ensure that it is well contrasted against the background upon which it is seen. It is recommended that the release button on the inside be lowered to 1200mm off the ground floor level.</p> <p>Add colour contrast to the gates and their controls to aid people with impaired vision. Low priority.</p>	M / OG	

6.9	Is there a procedure to ask visitors if they have any access requirements prior to their visit to the nursery?	Site management need to ensure that this is suitably in place. There should be a procedure to ask visitors prior to their visit if they may have any access requirements that the staff should be aware of.	N	
6.10	At current visitors are not asked if they may require assistance should the fire alarm be activated. This should be added as a question within the visitors sign in book / and added to the transcript to the rear of the visitors passes.	Site management need to ensure that this is suitably in place. Visitors should be asked if they would need any assistance in the event of the fire alarm being activated, potentially provide a question within the visitors sign in book.	N	
7.3	There is step free access available throughout the nursery however various doors have very narrow clearance widths which is likely to hinder access for those who use larger wheelchairs. Refer to 8.4.	Refer to 8.4, It is recommended in the immediate short term that procedures for alternative means of access be implemented. Should a member of staff require the use of a wheelchair then they should be accommodated in the front office. Should a child use a wheelchair then they should be accommodated in a different part of the nursery. In the long term, an architectural feasibility study should be implemented to assess whether it may be possible to widen the existing doors.		

8.4	<p>Throughout, many of the doors have very narrow clearance widths which are less than the recommended 750mm.</p> <p>The following key doors were identified as having very narrow widths</p> <p>The rear office Rear Yellow Room Rear Red Room Fire exit lobby door adjacent to Red Room Staff Room</p> <p>The majority of the nursery is open plan and there is good access to the Rainbow Room.</p>	<p>It is likely to be extremely difficult to widen the existing doors to allow a clearance width of at least 800mm due to the layout of the building.</p> <p>It is recommended in the immediate short term that procedures for alternative means of access be implemented. Should a member of staff require the use of a wheelchair then they should be accommodated in the front office. Should a child use a wheelchair then they should be accommodated in a different part of the nursery. In the long term, an architectural feasibility study should be implemented to assess whether it may be possible to widen the existing doors.</p> <p>Refer to BS8300 - An effective clear width of less than 800 mm may result in people with poor manoeuvring ability or with large wheelchairs not being able to pass through without damage to themselves or the door. Use of the preferred effective clear width more easily accommodates people with assistance dogs and where there is heavy pedestrian traffic.</p>	N / ST	
-----	--	--	--------	--

13.1	<p>An accessible WC is provided adjacent to the staff WC. This has dimensions which are undersized and not compliant to BS8300. To be compliant, a facility should be at least 1500mm wide and 2200mm in length and be free of any box piping. The facility is also being used as a medical room.</p>	<p>As the accessible WC currently stands, along with being undersized it requires a complete refit and refurbishment. The hand wash basin is incorrectly positioned, there needs to be a new grab rail set, the contrast is poor, there is no spatula flush or hand drier and there is no emergency cord alarm (refer to below)</p> <p>There is great potential scope to combine both the staff WC and accessible WC into one large compliant facility (potentially with a level access shower) and medical room. This would also allow for a new wider entrance.</p> <p>An architectural feasibility study should be undertaken to provide a new BS8300 compliant accessible WC facility.</p> <p>BS8300 should be referred to for the suggested layout and guidance.</p>	ST	
13.3	<p>The accessible WC entrance is too narrow to be easily used by most wheelchair users. The accessible WC also has an inward opening door which will make it difficult to assist someone within the WC should they stumble and rest against the entrance.</p>	<p>To comply with BS8300, the entrance should open outwards. Should someone stumble and rest against the door from the inside, it will be difficult to assist the person in an emergency.</p> <p>This could be easily achieved by installing a swivel lock i.e. the door will still open inwards hence preventing a collision hazard within the corridor however it will be easy to open outwards in the event of an emergency.</p> <p>The entrance should also have a clear opening width of at least 900mm.</p> <p>This could potentially be incorporated as part of recommendation 13.1.</p>	ST	

13.6	The hand wash basin is positioned too far away from the toilet pan. The unit also features two standard taps instead of one single lever mixer tap.	<p>To be accessible, the hand wash basin needs to be within reach whilst seated on the toilet pan. The basin should also have one single lever mixer tap rather than two separate taps.</p> <p>This could potentially be incorporated as part of recommendation 13.1.</p>	M	
13.7	The accessible WC requires a new grab rail set to be installed and there is currently no drop down rail to the left side of the toilet pan.	<p>A new well contrasted grab rail set should be installed within the accessible WC. As part of the set, a drop down rail needs to be installed on the transfer side of the toilet pan.</p> <p>This could potentially be incorporated as part of recommendation 13.1.</p>	M	
13.10	On the day of the survey, items were stored within the transfer area of the accessible WC denying wheelchair users the appropriate transferring techniques in which an accessible WC is designed to provide.	<p>Implement a management procedure to ensure that the accessible WC facility is kept clear.</p> <p>This will enable wheelchair users to adopt the many transfer techniques available to them in which an accessible WC is designed to provide.</p>	N	

13.11	<p>The accessible WC does not feature a cord alarm, should someone require assistance they would not be able to make a distress call.</p>	<p>There must be an emergency cord alarm installed within the accessible WC.</p> <p>The cord alarm should reach to 100mm above ground floor level and feature bangles at two heights.</p> <p>According to BS8300 - An emergency assistance pull cord should be sited so that it can be operated from the WC and from an adjacent floor area. The emergency assistance pull cord, coloured red, should be provided with two red bangles of 50 mm diameter, one set at a height between 800 mm and 1000 mm and the other set at 100 mm above floor level.</p> <p>This could potentially be incorporated as part of recommendation 13.1.</p>	M	
17.2	<p>The fire exits are too narrow for most wheelchair users. Additionally they are not flush with the surrounding external floor.</p>	<p>It is very difficult to rectify the current widths of the fire exits due to the structural works that would potentially be required. It is recommended that the fire exits be made flush with the external floor along with suitable PEEP plans implemented. The next time the building is extensively refurbished, a feasibility study should be undertaken to assess whether it would be possible to widen the existing fire exits.</p> <p>Staff and children with a mobility impairment should be subject to a PEEP to ensure that they can be suitably evacuated in the event of an emergency.</p>	N/A / ST	

18.4	Means of Escape; Exit routes checked regularly for freedom from obstacles (including locked doors) and combustible materials? Alarm systems, including those in WCs, regularly checked?	Site management need to ensure that the appropriate procedures are in place to frequently check the exit routes to make sure that there are no obstacles. Alarm systems including those within the WCs also need to be checked.	N	
18.5	Means of Escape; Personal egress plan available for each member of staff needing assistance? Overall escape strategy for visitors who may need assistance?	Site management need to ensure that the appropriate personal egress plans are available for each member of staff needing assistance.	N	
18.6	Means of Escape; Both general escape strategy and personal emergency egress plans regularly checked for efficiency and effectiveness?	Site management need to ensure that both the general escape strategy and personal emergency egress plans are regularly checked for efficiency and effectiveness.	N	

PRIORITY B				
1.1	<p>The nursery is close to public transport options, options on how to arrive at the nursery should be clearly displayed on the website.</p> <p>The nursery does have an 'informal' agreement in place with the adjacent medical centre to use their car park for staff members.</p>	<p>Options on how to arrive at the nursery should be clearly illustrated on literature and on the website.</p> <p>The information regarding the site on the internet should be fully accessible for persons with reading disabilities through enlargement capability and screen readers, combined with synthetic speech or Braille displays. A clear and logical design that includes written explanations for visual or audio content. Text and graphics should be easily understood without use of colour.</p>	N	
5.8	<p>The door bell at the main entrance to notify front line staff to open the door is positioned too high off the ground floor level for wheelchair users and for persons of short stature.</p>	<p>The door bell at the main entrance should be lowered to 1200mm off the ground floor level. Ensure that it is clearly colour contrasted against the background upon which it is seen.</p>	OG	

5.11	<p>Automated door openers would be beneficial for the main entrance when budget permits. Potentially coincide with recommended works for the main entrance. This would increase accessibility for a range of users.</p>	<p>Due to the difficult nature, layout and restrictions of the site. It is recommended that the nursery over emphasise and increase accessibility in areas in which it is relatively easy to do so.</p> <p>To be reviewed, providing automatic closers would improve accessibility for a range of users and should be considered.</p> <p>Power-operated pedestrian doors for installation in existing and new construction should be one of the following two types:</p> <p>a) a manually activated door controlled by a push pad, coded entry system, card swipe or remote control device; or</p> <p>b) an automatically activated door controlled, for example, by a motion sensor or a hands-free proximity reader.</p> <p>the provision and installation of power-operated doors should be in accordance with BS 7036-1.</p> <p>Manual activation controls for power-operated pedestrian doors should be located at a height of between 750 mm and 1 000 mm from the finished floor level in order to be</p>	M	
------	---	--	---	--

6.5	There is no induction loop provided to the reception desk to accommodate hearing aid users who struggle when there is background noise.	<p>Install an induction loop to the reception desk. Install signage indicating the availability of the facility and ensure that staff members are aware in how to use the system.</p> <p>BS8300 - A hearing enhancement system, using induction loop, infrared or radio transmission, should be installed at service or reception counters where the background noise level is high.</p>	M	
6.8	The seats adjacent to the reception do not feature armrests to aid ambulant disabled persons.	<p>Provide seating adjacent to reception which feature armrests to aid ambulant disabled persons. Ensure that the seating is well contrasted against the background upon which they are seen.</p> <p>According to BS8300 - If a seat is too high or too low, or if there are no armrests or side supports, a person may experience considerable discomfort as a result of poor posture. A person may also have difficulty rising from a seated position if the seat is set too low, or if it has no armrests.</p>	M	
7.1	On approach to the reception from the main entrance, the central units are narrowing the available clearance widths for wheelchair users. The central units are also the same colour as the flooring causing a potential collision hazard.	Site management should review and take the appropriate action. It would be preferable not to have these central units if at all possible. During peak times, this area can get very congested. If they are to remain then consideration to adding colour contrast to ensure that they are clearly distinguishable against their background.	N / OG	

8.5	BS8300 compliant tubular style lever handles are provided throughout the nursery. Some doors have high handles however this is to ensure the safety of the children.	Safety for the children takes precedence over accessibility in all cases. Reasonable to retain.	N/A	
12.3	Throughout the WCs the colour contrast is poor. The fittings and fixtures are not easily seen against their backgrounds.	<p>Colour contrast should be added to the fixtures and fittings within the WCs.</p> <p>According to BS8300 - to help blind and partially sighted people identify key objects within sanitary accommodation, support rails and grab rails should contrast visually with the wall, the WC seat and cover should contrast visually with the WC pan and cistern, and sanitary fittings and accessories should contrast visually with the background against which they are seen.</p>	OG	
12.6	WCs do not have lever style or sensor operated taps to aid people with dexterity impairments.	<p>Ensure that within every W.C that there are taps which are operated via a lever action, this will aid people with limited dexterity in their wrists.</p> <p>According to BS8300 - Taps should either be mixer taps with an up and down action to control water flow or individual hot and cold lever operated taps with not more than a quarter turn from off to full flow.</p>	M	

13.4	<p>The fittings within the accessible WC are not colour contrasted against their surround to aid people with impaired vision.</p> <p>There is no hand drier facility to aid those who find it difficult to use paper towels.</p>	<p>Colour contrast should be added to the fixtures and fittings within the accessible WC.</p> <p>Install a hand drier facility. This will aid people who have limited dexterity and struggle to use the standard towels.</p> <p>Ensure that the hand drier is well contrasted against the background upon which it is seen.</p> <p>This could potentially be incorporated as part of recommendation 13.1.</p>	OG / M	
13.5	<p>There is no grab rail to the inner face of the accessible WC entrance and the door lock is not compliant to BS8300.</p>	<p>A well contrasted grab rail should be installed to the inner face of the accessible WC entrance. A lever handle lock should be fitted.</p> <p>This could potentially be incorporated as part of recommendation 13.1.</p>	M	

13.8	<p>There is no backrest provided to the rear of the toilet pan.</p>	<p>A backrest should be provided to the rear of the toilet pan.</p> <p>This could potentially be incorporated as part of recommendation 13.1.</p> <p>Refer to BS8300 - a fixed horizontal rail, with a padded backrest, should be located behind, and centered on, the WC pan when the cistern is in a duct, when there is sufficient space below a low-level cistern (not close-coupled) or when the cistern is at high level, provided the rail's projection allows the seat to tilt beyond the vertical and remain raised so that the WC is comfortable and safe to use and can be used as a urinal.</p>	M	
13.9	<p>The flush is not of spatula style and however it is located on the correct side of the toilet pan.</p>	<p>Install a spatula style flush on the transfer side of the toilet pan.</p> <p>This could potentially be incorporated as part of recommendation 13.1.</p> <p>Refer to BS8300 - Where practicable, the flush should be operated manually by a spatula type lever and, for a corner arrangement, positioned on the open or transfer side of the pan for ease of access.</p>	M	
15.5	<p>There should be a sign within the reception area stating that information provided by the school can be issued in accessible formats on request such as large print.</p>	<p>Signage should be provided to indicate that all leaflets and information can be provided in accessible formats on request.</p>	M	

16.6	No portable induction loops are provided that could be transported around the nursery as when required.	<p>Purchase a portable induction loop which can be transported around the nursery as when required.</p> <p>Install signage indicating the availability of the facility on request.</p>	M	
17.1	There are visual alarms to inform people with hearing impairments in the event of the fire alarm being activated. However these are not located in areas in which people could be sited alone such as within the staff room.	<p>Specialist advice should be undertaken to install further alarm/alerting systems for people with impaired hearing, such as flashing beacons and vibrating devices. If flashing beacons are used, supplement with signage to indicate purpose.</p> <p>BS8300 - A fire alarm should emit a visual and audible signal to warn occupants with hearing or visual impairments</p>	M	

PRIORITY C				
1.5	<p>There is a lack of on street signage on approach to the nursery. First time visitors could potentially be confused as to where the nursery is located as it is set back from the street.</p>	<p>The site management should undertake liaison with the local Highways Dept to increase current level of on-road and street signage.</p> <p>People with hearing impairments make up the largest group of disabled people. They can be helped or hindered by signage. Good signage can mean that a person with a hearing disability can manage without having to ask questions. For further information on signage please refer to - JMU Access Partnership and The Sign Design Society. 2000. ISBN 185878 412 3.</p>	N	
1.10	<p>To the front of the nursery there is a pond which is sometimes visited by the children in small organised groups especially during the summer. From the gate to the pond is grazed, wheelchair users can find it difficult to travel along grass and it is recommended that a small path be constructed.</p> <p>There should be a small ramp up to the rear gazebo to allow wheelchair users to access the feature.</p> <p>It is understood that the playing equipment within the rear playground is shortly to be updated.</p>	<p>It is recommended that a small hand standing path be constructed. This should be 900mm wide.</p> <p>This could be a small portable ramp or potentially a made to measure wooden ramp. A local carpenter or site caretaker should be able to easy make this.</p>	M	

6.3	<p>The reception hatch is too high off the ground floor level for wheelchair users and for persons of short stature.</p>	<p>The reception should have a lower section plus sufficient knee space both sides for people sitting or standing. Ideally this should be at two heights: between 950mm and 1100mm to accommodate people standing and at 760mm for wheelchair users.</p> <p>Look to provide this when the nursery is next extensively refurbished.</p> <p>According to the BS8300, the counter should be able to accommodate both visitors/customers standing and sitting. A counter should be capable of being staffed by a wheelchair user.</p>	M	
7.2	<p>Within the main central hub there are two columns which are white seen against a white background (from some angles)</p> <p>The wooden play structure within the central hub should have the edge of the steps painted to highlight them.</p>	<p>The columns should be colour contrasted to ensure that they do not pose a potential collision hazard.</p> <p>Paint the edge of the steps for the play structure. This will ensure that the steps are clearly distinguishable and minimise a potential tripping hazard.</p>	OG	
7.5	<p>The colour scheme within the front part of the nursery is poor, everything is white including the doors. There is limited colour contrast to aid people with impaired vision. Refer to 8.1</p>	<p>All of the doors should have the frames painted a contrasting colour.</p> <p>At the next planned renovation/re-decoration liaison should be undertaken with the RNIB to ensure a well-designed colour scheme adding contrast to floors, skirting and walls is provided which would substantially aid people with impaired vision to navigate around the nursery.</p>	OG	

8.1	<p>The doors at the front part of the Nursery are white, along with white frames seen against white walls. This does not provide sufficient colour contrast to aid people with impaired vision.</p>	<p>Ensure all doors have contrast against the surroundings upon which they are seen. This can be easily achieved by painting the door frames a contrasting colour.</p> <p>According to BS8300 - Colour and luminance contrast should be used to distinguish the boundaries of floors, walls, doors and ceilings, e.g. if the architrave is the same colour as the door but a different colour from the surrounding wall, it may outline the opening for some visually impaired users when the door is open.</p>	OG	
15.1	<p>The nursery does not have any tactile or Braille signage to accommodate people with impaired vision.</p>	<p>Review of way finding signage recommended.</p> <p>Tactile and Braille signage should be considered for throughout the nursery. There should be tactile/Braille signage on the doors.</p> <p>Words entirely in upper case type (capital) should also be avoided. A sans serif type face with a relatively large "capital" height to "x" height should be used.</p> <p>Symbols should also be used to compliment signage where possible.</p> <p>BS8300 - Signs and universally accepted symbols or pictograms, indicating lifts, stairs, circulation routes and other parts of the building should be provided. Visual signs should be self- evident and, in particular, legible to visually impaired people. Plain English and pictograms together should be used to assist people with learning difficulties.</p>	M	

15.3	There is a lack of signage to indicate where the toilets are located, there is no tactile or Braille signage provided on the toilet doors.	The appropriate toilet signage should be provided as part of the recommended way finding review, refer to 15.1	M	
------	--	--	---	--

PRIORITY D				
1.2	There is a lack of tactile paving provided to the crossing points on approach to the nursery to aid people with impaired vision.	Site management should undertake liaison with the Highways Dept to provide tactile paving in the area to aid people with impaired vision.	N	
1.6	On approach to the nursery, the light posts and traffic posts do not feature contrast markings at two heights in accordance to BS8300.	<p>Well contrasted markings should be provided at two heights to the posts/columns. Undertake liaison with the responsible body to rectify.</p> <p>Refer to BS8300 - Each free-standing post, e.g. a lighting column, within an access route should contrast visually with the background against which it is seen (it is desirable also to incorporate a band, 150 mm high, whose bottom edge is 1 500 mm above ground level, and which contrasts visually with the remainder of the column or post</p>	N	

1.8	<p>There is a lack of seating with armrests within areas that parents pick up and drop off their children.</p> <p>There is a lack of suitable seating with armrests within the rear playground area.</p>	<p>Provide benches with armrests. Ensure that the armrests are well contrasted and that there is a space either side of the seat so that a wheelchair user can park alongside a seated companion</p> <p>Seating in resting places should meet the following recommendations.</p> <p>1) There should be a variety of seat heights, ranging from 380 mm to 580 mm, within which a height of 480 mm is suitable for wheelchair users.</p> <p>2) Armrests should be provided to help people lower themselves onto the seat and stand up.</p> <p>3) Where the seat is set at a height suitable for wheelchair users, armrests should not be at the extreme end of the seat but set in so as not to restrict the lateral transfer from a wheelchair to the seating. they should also not restrict front or oblique transfer.</p> <p>4) A supportive back-rest should be incorporated for at least 50% of the length of the seat.</p>	M	
5.1	<p>The white main entrance is not suitably colour contrasted against the surrounding cream coloured facade to aid people with impaired vision.</p>	<p>Colour contrast should be added to the entrance to ensure that it is clearly visible on approach to aid people with impaired vision.</p> <p>AD M - The presence of the door should be apparent not only when it is shut but also when it is open. Where it can be held open, steps should be taken to avoid people being harmed by walking into the door</p>	OG	

5.6	<p>The handles for the main entrance are of a similar colour as the door resulting in a lack of colour contrast to aid people with impaired vision.</p> <p>The internal release button is not colour contrasted against the surround and it is positioned too high off the ground floor level.</p>	<p>Add colour contrast to the door furniture to ensure that it is easily seen by people with impaired vision on approach.</p> <p>Consideration to lowering the internal release button to 1200mm off the ground floor level if this will not compromise the young children. Add colour contrast to the button (whether it remains or is lowered) to ensure that it is clearly distinguishable on approach.</p> <p>In the case of door opening furniture, the ease with which blind and partially sighted people are able to distinguish furniture against its background is influenced by its 3-d form (giving light and shade) and the shiny nature of the finish, whether metallic or non-metallic. For such products, it is considered that a difference in LrV between the product and its background of at least 15 points is acceptable.</p>	OG	
6.4	<p>The reception does not have colour contrast provided to the front flooring to aid people with impaired vision. The hatch frames should be painted a contrasting colour.</p>	<p>Replace a section of the flooring in front of the reception with an alternative that is suitably colour contrasted. The hatch frames should be painted a contrasting colour.</p> <p>This will aid people with impaired vision when attempting to locate the reception.</p>	OG	

6.6	The reception hatch has a glazed screen which is reflective which is likely to cause potential difficulties for people who lip-read. Deemed reasonable to retain in the short term as the glass is typically pulled to one side when in use.	<p>To facilitate lip reading, lighting design should ensure that both the receptionist's and the customer's faces are evenly lit. In the short term, staff members need to be aware that lip-readers may find it difficult to see their face through the reflective glass.</p> <p>Security screen should be replaced at the next refurbishment with alternative that is designed to ensure that reflections are avoided.</p>	M	
6.7	The nursery does not have a minicom provided to accommodate hearing impaired people who are unable to use the telephone.	<p>Provide a minicom facility and ensure staff are trained in how to use the facility.</p> <p>Ensure that the direct line is advertised in relevant literature and on the internet.</p> <p>Note – whilst it is possible to take an incoming minicom call via BT Typetalk (a BT relay operator recites what is being typed on the minicom) Personal research shows that people would rather not have a third person in the conversation.</p>	M	
12.4	Cubicle doors are not appropriately colour contrasted to aid people with impaired vision.	Add colour contrast to the cubical doors to aid people with impaired vision. Also refer to 12.3.	OG	

14.1	There are no chairs with armrests provided within the staff room to aid ambulant disabled persons.	<p>Provide a mixture of chairs, varying in height. Some with and some without armrests.</p> <p>According to BS8300 - If a seat is too high or too low, or if there are no armrests or side supports, a person may experience considerable discomfort as a result of poor posture. A person may also have difficulty rising from a seated position if the seat is set too low, or if it has no armrests.</p>	M	
14.3	There is a chair with armrests provided for children. However many of the seats (along with the tables) are the same colour as the surrounding floor. This could cause a potential collision hazard.	Site management should review and take the appropriate action. Ideally the seats and tables should be colour contrasted against the flooring, especially since they are all sporadically positioned. This can be achieved at the next refurbishment by changing the furniture or by changing the colour of the flooring.	M	
14.6	<p>The kitchenette within the staff room does not feature lever taps to aid people with dexterity impairments. There are also no split height work surfaces to aid wheelchair users and people of short stature.</p> <p>The kitchen should have lever taps installed.</p>	<p>Ensure lever taps are available within the staff kitchenette to aid people with dexterity impairments.</p> <p>In the event of employment of a disabled person, the kitchenettes should include disability access, i.e., a section of work top lowered to 800mm with clear space underneath to allow wheelchair access; sink unit to have lever taps fitted, and utensils included.</p> <p>This could potentially be paid/partially paid for by the Government scheme 'Access To Work'</p>	M	

16.3	<p>The majority of the light switch plates are not suitably colour contrasted against their background.</p> <p>Sensor lighting should be considered for throughout the school which is not only energy efficient but also far more accessible than light switches that may not colour contrast against the walls or be positioned at awkward heights for wheelchair users.</p>	<p>At the next planned electrical rewire for the nursery, light switches need to be lowered to within a range of 750mm and 1200mm.</p> <p>All switches and controls should be operational without the use of both hands and have front plates that contrast visually to surround.</p>	OG	
------	--	---	----	--