

**Venue Name - Showroom Workstation**

**Building/Room name - Creative Lounge & Workstation 5**

**Environmental Access (external to venue)**

Question	Answer
Does the venue have a car park? Can spaces be reserved? Are there blue badge spaces?	no
Is there on street parking nearby? How far away is it? Are there blue badge spaces?	4 Disabled parking bays outside Work Station
Is there a public car park nearby? How far away is it? Are there blue badge spaces?	Yes approx 150 meters away
Where is the nearest accessible transport stop?	Sheffield Train Station is approx 140 meters away
Are there lowered curbs near the venue? How far away are they?	Yes, outside the venue, 2 meters approx
What is the ground outside the venue like? eg. gravel/pavement etc?	pavement

**Physical Access**

<b>Building access</b> Is access to the building on the ground floor?  Is it via a permanent or temporary ramp? <ul style="list-style-type: none"><li>What is the ramp gradient?</li></ul> via a lift? Is this a 'standard' or platform or stair lift? <ul style="list-style-type: none"><li>Is it working?</li><li>What are the dimensions of the doors / internal / platform</li></ul> via steps? <ul style="list-style-type: none"><li>How many steps are present?</li><li>Do they have handrails on one or both sides?</li><li>Do they have edge markers?</li><li>A bit subjective, but are they steep?</li></ul>	Grond floor level access from the street
Can the building be accessed independently? (ie without having to call for assistance)	Yes

<p>If an assistance call is required, how does this work?</p>	
<p><b>External doors</b>  How wide are the external doors?  Are there any power-assisted doors?  Are doors 'push' doors (can be pushed in both directions)?  Can pull doors be left open safely?</p>	<p>Double door, each door approx 84 cm wide</p> <p>Not power assisted</p>
<p><b>Toilets</b>  Are there accessible toilets?  Do the accessible/non-accessible toilets have step free access?</p> <p>If there are steps:</p> <ul style="list-style-type: none"> <li>• How many steps are present?</li> <li>• Do they have handrails on one or both sides?</li> <li>• Are they straight, spiral, or turn at right angles with little landings in between?</li> <li>• Are they carpeted or hard floors?</li> <li>• Are they well-lit and/or have edge markers? (e.g. to support visually impaired people)</li> <li>• It's a bit subjective, but are they steep?</li> </ul> <p>If there is a lift:</p> <ul style="list-style-type: none"> <li>• Is it working?</li> <li>• Is this a 'standard' or platform or stair lift?</li> <li>• What are the dimensions of the doors / internal / platform</li> </ul>	<p>1x accessible toilet with step free acces</p>
<p>If there are accessible toilets:</p> <ul style="list-style-type: none"> <li>• What are the dimensions?</li> <li>• Are they gender neutral/available to all genders?</li> <li>• Are they clear of obstruction and not used for storage?</li> <li>• Are they fitted with Grabrails?</li> <li>• Are they fitted with an emergency alarm that works?</li> <li>• Are they accessed via Radar Key?</li> <li>• Are they accessed via another key? <ul style="list-style-type: none"> <li>○ Are keys freely available or do you have to ask?</li> <li>○ If you have to ask, where do you ask?</li> </ul> </li> </ul>	<p>1 x accessible toilet</p> <p>Gender neutral</p> <p>With grabrails and alarm</p> <p>No key needed</p>
<p><b>Internal access</b>  Is there step free access to internal event areas?  If there are steps:</p>	<p>All areas are level access</p>

<ul style="list-style-type: none"> <li>• How many steps are present?</li> <li>• Do they have handrails on one or both sides?</li> <li>• Are they straight, spiral, or turn at right angles with little landings in between?</li> <li>• It's a bit subjective, but are they steep?</li> <li>• Are they carpeted or hard floors?</li> <li>• Are they well-lit and/or have edge markers? (e.g. to support visually impaired people)</li> </ul> <p>Is there lift access to event areas?</p> <ul style="list-style-type: none"> <li>• Is it working?</li> <li>• Is this a 'standard' or platform or stair lift?</li> <li>• What are the dimensions of the doors / internal / platform</li> </ul>	
<p><u>Internal doors</u></p> <p>How wide are internal doors?</p> <p>Are there any power-assisted doors?</p> <p>Are doors 'push' doors (can be pushed in both directions)?</p> <p>Can pull doors be left open safely?</p>	<p>Double door, each door approx 84 cm wide</p> <p>Not power assisted</p>
Are floors and walkways generally clear of obstruction?	Yes
What are the floor surfaces - hard/wood/carpets etc?	Wood and carpet

### Sensory Access

Is there a separate and dedicated quiet space available which is only used by anyone who needs a break from an event?	No
Is the venue actively welcoming to Assistance Dogs?	Yes

### Communication Access

Is there a hearing loop? Does it work?	no
What are the acoustics like in the space? Is there an echo? Does sound 'bounce around'?	The room has acoustic boards

### Covid Safety

<p>Is there any ventilation?</p> <p>Is this via extractor fans and/or windows?</p> <ul style="list-style-type: none"> <li>• How many windows?</li> <li>• Do they open wide or just a bit?</li> </ul>	<p>Windows only open a bit</p> <p>Also a fire door that can be opened</p>
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