

Design and Access Strategy (Inception to Completion)

Inclusive design places people at the heart of the design process and acknowledges human diversity and difference. It offers choice where a single design solution cannot accommodate everyone's needs and provides for flexibility in use. Above all inclusive design is about the provision of buildings and environments that are safe, convenient, equitable and enjoyable to use by everyone, regardless of their age, ability or gender.

This Access Strategy should be submitted as part of the Planning and Building Regulation Application. The completed document is to be included in the building users/occupiers manual.

Essential information in this document should be repeated on the plans to ensure that contractors adopt the inclusive design principles you have detailed in this statement.

Site	Hamilton Centre, 135 Bulmershe Rd Reading	TMS Code	E03700
Project Name	Re-provision of Phoenix College PSBP2		
Project Officer	Mike Chater		
Consultation (Planning/Stage D)	Kim walsgrove	Date	06.04.17
Consultation (Building Control/Stage F)	ACCESS OFFICER TO SIGN	Date	
Consultation (Final Design/Stage J/K):	ACCESS OFFICER TO SIGN	Date	
Revision dates:			

1) Project summary

Summarise the project regarding the access for disabled people and inclusive design principles.

A replacement of accommodation for Phoenix College SEMH consisting of

Refurbishment of Existing Hamilton Road Centre

To provide general and specialist teaching accommodation, ancillary and support spaces including recladding, re-roofing and re-glazing of existing building.

New Build Hall Block

The construction of a single-storey block comprising main entrance, dining room, kitchen and changing rooms and a double height sports / assembly hall.

Associated hard and soft landscaping

2) Sources of advice and consultation

Planning Officers, Access Officers, highways department.

Evidence of consultation with existing/planned building users.

The extent of input from local Access Groups or local organisations reflecting the views of disabled people.

Please confirm that an equality impact assessment has been carried out in relation to this project and any equality issues identified have been included in the project design.

Advice has been sought from a number of sources. The applicant has undertaken a programme of consultation with key stakeholders including the College's senior management team, RBC project officers, other SEMH heads and with the Access Officer prior to formalising the application for planning permission.

3) Design standards and guidance -	
	Approved Document M
	BS8300 (2009)
	BB102 designing for disabled children and children with special educational needs (DFES website)
	BT Countryside for all
	Other, please detail below: Department for Education Output Specification Generic Design section 1.7.5
4) Pedestrians & cyclists travelling to the site	
Describe the accessibility/safety of the journey to the site for pedestrians and cyclists in the local area. What reasonable measures are included within the design to improve this (include people using mobility scooters/ wheelchairs, parents with pushchairs, cycle storage) Critical issues: path widths, surface materials, gradients, dropped kerbs, tactile paving, lighting, safe crossing routes, seating) May need to reference back to Green Travel Plan	
The main footpath approach to the college is from junction of Hamilton Road and Bulmershe Rd (unadopted). Explain changes to both pedestrian and vehicular approach - widening. An existing covered cycle park for 10 cycles is located on the higher level close to the main vehicular and pedestrian entrance. This provides sufficient spaces for current pupil capacity. The school travel plan has been updated and forms part of the planning application - please refer to Appendix F.	
5) Public Transport	
Describe the distances and accessibility of routes from bus stops and other major public transport modes to site (consider regularity of public transport services, low-floor buses etc pedestrian routes as (4)) May need to reference back to Green Travel Plan	
The closest bus stops are on Whiteknights Road, close to the southern end of Hamilton Road, approx. 80m of the site entrance. These stops cater for the number 19a, b and c services which links the western suburban areas of Woodley and Earley with stops at the University of Reading Whiteknights campus, Royal Berkshire Hospital and the Town Centre, including outside the mainline rail station. The 19a, b and c services run Monday to Friday (including weekend services) with buses every 15 minutes during peaks hours (07:00am to 10:00am and 2:30pm to 5:00pm) with an hourly service offered outside of these hours until starting at 05:55am to 7:58pm. The number 17 bus service runs between Earley in the east of Reading borough to Tilehurst in the west, via the town centre and railway station. This is a route with services running 24 hours per day, 7 days per week. From Monday to Friday there is a high frequency service (every 8 mins) between the hours of 08:00am to 06:20pm. There are several stops for this service along the Wokingham Road (A329), which runs to the rear of the playing field area. The closest set of stops for this service on the Wokingham Road, to the school are approx. 400m to the school's main entrance.	

6) Vehicle approach & parking

What approach has been taken to parking on site; for staff, visitors etc? Type of gate? If electrical is there audio/visual warning? Describe controls? How many designated parking bays provided for disabled persons. Size of bays? What are the travel distances from these to relevant entrances? How is vehicular traffic versus pedestrian movement managed? Have dropped kerbs been provided? Are there drop-off zones for cars/taxis/mini-buses?

19 additional staff parking spaces are being provided plus the relocation of 3 existing accessible parking bays to the lower car park which will provide a closer proximity to the main entrance with level access. The main vehicular gate will be left open during College hours and also on Saturday's to cater for community football teams.

A new drop off for taxis and mini-buses is to be formed on the upper level of the car park adjacent to the main entrance of the building. Non ambulant access to the main entrance from this drop off will be via a level access footpath. Parent and taxi drop off is managed using the same principle but majority of trips will be either via mini-bus or by public transport as detailed in School Travel Plan.

7) Pedestrian approach to the site

Have catchment areas, different approach routes, gradients, barriers, dropped kerbs, signage etc been considered?

There is only one pedestrian entrance into the site which is from the main entrance at Hamilton / Bulmershe junction. This will be level access to the top of the main flight of steps leading down to the main entrance of the building which sits at the bottom of a bank. Blister paving in a contrasting colour will be used to differentiate the top and bottom of the flights. For non ambulant users and visitors, a level access footpath leads from the vehicular drop off bay, past the lower level staff car park and back to the main entrance in front of the main hall.

8) Pedestrian routes within the site

What measures are included within the design to provide safe, independent and dignified access for people with mobility, sensory impairment? Describe widths of paths, passing places, gradients, dropped kerbs and materials used, lighting, seating, signage. Where hazards such as the swing of doors project onto access routes are unavoidable then barrier protection should be provided.

Work was completed previously to make the entrance approach to the western side of the building accessible with the inclusion of a Part M compliant ramped approach. This area will no longer be the main access to the building for pupils who will now enter via the main entrance. This area will be maintained and surfacing improved. Hard landscaping on the eastern side of the building provides the main recreational area for pupils with level access being provided from each classroom on the ground floor for means of escape. Door swings will be carefully considered as abuse is a likelihood and therefore a robust solution found.

9) External steps and ramps

Steps: Detail the use of tactile paving (corduroy), step nosing, handrails and rise and going.
Ramps: Detail the use of colour contrast between ramp surface and level landings, gradients, handrails. **Note:** when providing ramped access, complimentary steps are beneficial.

The steps described in section 7 above will be detailed so as to meet the requirements of Part M. Tactile paving is to be provided top and bottom of each set of steps and the steps will have a rise of 150mm and a minimum going of 280mm. Handrails and step nosing to be contrast in colour.

10) Landscaping features
External steps to play areas: detail the use of step nosings, handrails, tactile paving, seating, Type of surface, planting, fencing & play areas.
There are no other landscape features other than those stated above.
11) Main entrances to buildings
Are entrances step-free (level access), if stepped what are the alternative entrances/routes in? Type of door (minimum clear opening width 1000mm). Door weight (Max 20 Newtons) if this cannot be achieved it should be powered? Thresholds; if unavoidable max height is 15mm. Is a canopy provided over the entrance? Automatic door control options? Barrier matting? Manifestation? Visual contrast?
The main entrance to the building will be a covered and level access with a power open facility. This facility will need to be checked with the client as may become a target for vandalism. Glazing adjacent the main entrance and the door itself will have appropriate manifestation. The door is a single door rather than a double door as this is less vulnerable to abuse. Entrance will be level, have flooring of slip resistant materials (Saxon paving) and be kept free from tripping hazards at all times.
12) Security & entry phone systems
Ensure these are accessible to deaf and hard of hearing people and people who cannot speak. Height of control should be easily reached by all. Should be clearly visible to all. Position should be 1400mm clear of leading edge of door.
An entry phone panel will be mounted on a column on RHS and links back to reception desk. Please note that the receptionist will have a clear and unobstructed view of all visitors approaching.
13) External doors
Provide details of door weights, clear opening through single leaf, automatic door control options, manifestation of glass, door handles, barrier protection. Thresholds as (11). Detail of vision panels.
External doors will have a minimum clear width of 825mm, Door handles will all be a D handle type and contrast in colour with the doors. Position of all ironmongery is to be co-ordinated with end user to ensure correct positioning for staff control. Door locking devices are to be mounted higher than normal DDA compliance to prevent staff injury from pupils barging door once unlocked. Door weights to be a maximum of 20 Newtons as required in Part M. Attention will be paid to avoiding damage, intentional or accidental from rapid opening / slamming.
14) Lobbies & lobby doors
Detail dimensions of lobby and door details, also barrier matting, lighting/glare.
Lobby dimensions are very generous (4m x 4m), will have a non ribbed barrier matting throughout and will have a skylight to provide natural light into the adjacent office and to reduce risk of glare and reflections.
15) Ironmongery
Height and style of door furniture, lever handles, colour contrast, pull handles (15 point LRV difference)
All ironmongery will be agreed through consultation with end user during detailed design. In certain

circumstances, safeguarding concerns may need to be prioritised over accessibility. Once an ironmongery schedule has been agreed in draft, this will be shared with the access design advisor for further consideration / comment and may need to result in formal derogation to Building Control.

16) Reception Area

Heights and layouts of counters. Staff & visitor access. Knee space. Induction loops, seating arrangements.

The reception desk area will be designed to provide two levels for ambulant and non ambulant users. Detailed design drawings will be submitted for comment.

17) Additional spaces i.e. office, kitchen, meeting rooms, prayer rooms etc.

Consider furniture types, chairs, work tops heights, induction loops, colour contrast, rise and fall equipment. Consider hand and feet washing facilities for prayer rooms.

Therapy rooms / sensory rooms will be fitted out in consultation with the end user but with thought given to special needs of adhd / autism.

18) Horizontal circulation

Circulation routes around building; corridor widths (pinch points); fire doors; 300mm to leading edge of manual doors, corridor doors – widths and weight.

The design and selection of materials for finishes will follow, and in many places exceed, the latest best practice guidance in terms of widths of corridors and doors, manoeuvring spaces, surface finishes to walls, floors and ceilings, colour and luminance contrast, lighting and the usability of features such as, for example, control panels and switches. A minimum width of 1800mm is maintained along the main corridors and fire compartment doors are designed as pocket doors such that they are always open and perceived as part of the wall but close in the event of fire through fire alarm linking. There are no lockers or other storage in the corridors which need to be kept completely clear at all times for both means of escape and safeguarding.

19) Internal ramps & steps

How are changes in level on circulation routes and into unique facilities dealt with? Internal ramp surface should contrast visually with level landings. Step nosings should be highlighted. Provision of handrail (if more than 2 steps)?

There are no internal ramps or steps.

20) Vertical circulation (inc lifts)

Lifts & stairs: handrails, contrasting nosings, rise & going. Any unique facilities not wheelchair accessible? Is there a lift, is it accessible? What size is the lift? Where are call buttons located? Have you considered alternative means of escape for wheelchair users? (see section 24 - Egress)

There are two existing stair cases in the building and these are both retained but upgraded to provide contrasting nosings. Access to the upper floor for non ambulant users is via a new lift located in the centre of the building. The existing ground floor has a lower level some 600mm below the main datum. To avoid the requirement for a platform lift, the whole floor is to be raised as part of the building works meaning that all teaching areas are level access throughout.

21) Standard wc's

Provision for ambulant disabled people, larger cubicle, urinal heights, lever taps, colour contrast, door furniture. If the building is extended/alterd with WC provision please provide an explanation if it is not to include ambulant cubicles.

Single male, female and unisex WCs are to be provided next to each teaching spaces and these will be designed to meet standards for ambulant disabled where possible. Again, due to the challenges of SEMH provision, w.c.s provide opportunities for both vandalism and self harm so safeguarding considerations may have to override that of accessibility in this instance

22) Accessible wc's

Overall provision & location. Please detail dimension of space, layouts, colour contrast, emergency alarms and door furniture. Specialist areas, eg Hygiene Rooms, therapy rooms. If the building is extended/altered with WC provision please provide an explanation if it is not to include a fully accessible toilet. Please note: wheelchair accessible toilets should not be used for baby changing and should be provided in a separate room for all to use. Consider the need for RADAR locks as this will restrict the use of the facility for those who do not have a RADAR key.

One fully accessible pupil w.c. is being provided on each floor of the teaching block. A accessible visitor w.c. adjacent to the main entrance and near to the staff room will double up as a staff w.c. as well. Doors will be a 926mm wide door with hinges that allow it to open beyond 90 degrees therefore maintaining a clear width of 800mm.

23) Changing place facility

BS:8300 2009 introduced a recommendation for changing place facilities. A changing place facility is a combined toilet, shower and changing room for use of people with complex and multiple disabilities that require the help of 2 assistants. The space needs to be fitted with a fixed track hoist system. Any larger building where the public have access such as major transport terminals, motorway services, sport and leisure facilities, hotels, museums, concert halls, art galleries, stadiums, shopping centres, key buildings within town centres, education establishments and hospitals are all suitable sites. These facilities are not to replace accessible toilets but to be provided in addition.

For more info <http://www.changing-places.org/>

A changing place has not been including within this scheme as not required by the client brief. However it should be noted that the hygiene room on the ground floor is big enough to accommodate this provision in the future should it ever be required.

24) Egress

Means of escape from upper floors; refuge areas, evac lifts; evacuation chairs, audio visual alarm systems, communication systems.

Management procedures/staff training.

Exits from ground floor.

Emergency exits – explain & detail emergency door release furniture i.e. push bar, thumb turn etc do these visually contrast with door background? (Min 15 points LRV contrast)

All features and materials to comply with Part B of the Building Regulations. In addition a management plan involving the use of Personal Emergency Evacuation Plans (PEEPs) will be developed, adopted and regularly tested. A refuge are outside the lift on first floor has been provided.

25) Acoustics

Induction loops, soundfield systems, PA's, infra-red, passive acoustic treatment. Reverberation in teaching spaces. Sound absorption in corridors, entrance halls and stairwells. (Please refer to BB93 – Acoustic Design of Schools).

Acoustic design for both classroom block and extension are to comply with BB93. A portable induction loop will be provided on the reception desk.

26) Signage
Follow Sign Design Guide as best practice document. Distinguish between information signs and directional signs. Entrance signage: there needs to be 70 point difference between lettering and board background and 70 point difference between board against wall or surrounding area (BS 8300 2009)
Signage will direct wheelchair users to main visitor entrance from the accessible parking bay and colour contrast will be achieved on this new signage.
27) Colour contrast
Door furniture – LRV difference 15 points Wall to floor LRV difference 30 points Skirting to wall same LRV Door and architrave different LRV to wall Signage – Letters to sign & sign to back ground LRV difference 70 points Light switches Please ensure this information is detailed on plans.
Door colour: Dulux colour xx/xx/xx Wall colour: Dulux colour xx/xx/xx Frame colour: as door colour Door furniture: SSA furniture with LRV of XX Signage: Signage background to be dark blue with white lettering. All signage will be either post mounted or fixed to rendered and painted walls Dulux colour ref xx/xx/xx Light switches: SSA with LRV of XX
28) Local management issues
Building elements needing regular maintenance: e.g. transfer space in wc's, overhead door closers. Are there specific procedures for means of escape: from upper floors, use of portable induction loops, alternative entrances, marking of accessible bays, high level reception desks.

It is important that this document is completed in conjunction with the Access Team.

A final copy should be sent to the Access Team on submission to Building Control.
accessteam@hants.gov.uk