

Design and Access Strategy (from 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:	St Michaels Primary School	TMS Code:	E02965
Project Name:	St Michaels Primary School Refurbishment		
Project Officer:	Claudine Little		
Consultation (Planning): Access Officer:	Kim Walsgrove	Date	08.01.19
Consultation (Building Control): Access Officer:	NOT YET COMPLETED	Date	
Consultation (Detailed Design): Access Officer:	NOT YET COMPLETED	Date	
Revision dates:			

I) Project summary

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

The £4.4 billion Priority School Building Programme (PSBP) is rebuilding and refurbishing school buildings in the worst condition across the country. St Michaels Primary has been selected for the second of the two phases which focuses on individual school buildings rather than the whole school. The ESFA plans for all PSBP2 schools to open their new or refurbished buildings by the end of 2021.

This project has been identified for local delivery with the original school building 'EFAA' selected by the ESFA as the successful block. Reading Borough Council (RBC) is the responsible body and the ESFA is the funding body.

The original 1FE school dates from the 1950's with the successful dating from this period. The school began to expand to 2FE in September 2012, initially with modular classroom units. A new two-storey teaching block was completed in 2015 to support the expansion to 2FE. There are currently no plans to expand the school beyond 2FE.

The proposed works are to refurbish the existing 1950s building however there will be very little remodelling. The works include recladding the two-storey block, upgrading/replacing necessary elements such as windows, doors and ceiling tiles and redecoration.

Changes to improve accessibility include the addition of a new accessible WC off the entrance lobby. The current manually operated entrance doors will be replaced with an automatic glazed door entry system with manifestation. New fire escape doors will be added the hall to improve fire evacuation.

2) Sources of advice and consultation

Planning Officers, Conservation Officers, Access Officers, historic buildings advisors, 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 Hampshire County Council's Access Team.

An ongoing series of meetings have been held with the School and RBC client department to agree the brief and develop the proposals.

No equality impact assessment form is required as this is a Reading project. I have checked this with project officer Jess Brown.

3) Design standards and guidance -

X	Approved Document M
X	BS8300 (2009)
	BB104 Notes on area guidelines for SEND and alternative provision.
	BT Countryside for all
	English Heritage easy access to historic buildings/landscapes http://www.english-heritage.org.uk/publications/easy-access-to-historic-buildings/
	Other, please detail below:

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 footpath along Dee Road, from which the school is accessed, is in good condition and of a good width (1700mm or more) with a number of dropped kerbs/crossing points. A new pedestrian crossing has recently been constructed opposite the main pedestrian entrance to the school.

The zone outside of the school has a 20mph speed limit.

A Green Travel Plan has been submitted to RBC Planners.

No proposed changes to existing

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

Dee Road is on a main bus route (No 15) serving central Reading, with a bus stop in close proximity to the

school (within 30m of the school main entrance). Access routes from here are as described under 4)

An additional pedestrian access point enters the school site to gain access directly to the reception children's external play space. Another pedestrian access point enters into the school site, to the Northern boundary off Dee Road, to allow access to the playground and remaining modular out-of hours.

Three pedestrian accesses route provide access and flexibility for the school at the beginning and end of the day for drop-off and pick-up.

No proposed changes to existing

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?

There are 38 parking spaces including two accessible parking spaces located at the front of the extended staff parking area at the nearest possible point to the entrance foyer.

Vehicles and pedestrians are clearly separated.

No further drop-off areas required as previously agreed with RBC Highways department.

No proposed changes to existing.

7) Pedestrian approach to the site

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

The School serves the local catchment area.

Pedestrian approaches are from the North-East and the South-West along Dee Road. Both approaches are level. Pedestrian routes into the site provide access and safeguarding.

No proposed changes to existing.

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.

All new footpaths within the site will be constructed in tarmac and are a minimum of 1800mm wide and in many cases exceed this width.

The site is level from the pedestrian access points and car park to the main school entrance foyer.

There is a change in level from the central courtyard down to the new building. Gradients are greater than 1:20 to the reception classrooms. Where gradients can't be managed, through working within the landscape, a set of steps and ramp are provided at the North-Eastern end of the new building.

The main pedestrian route to the school entrance remains as existing.

No proposed changes to existing.

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 existing route into the school entrance will remain as existing.

Due to the site levels a set of steps and adjacent ramp, are at the North-Eastern end of the building. The steps are formed with concrete block paving. Handrails exist at either side and centrally of the steps. Tactile paving is existing at the top of the steps, and colour contrast exist on the nosing's.

The tarmac ramp is of a gradient greater than 1:20 therefore handrails, colour contrast etc. is not required.

Around the central courtyard to the North, West and South access is level, and provides an alternative means into the new building.

No proposed changes to existing.

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.

Existing on site is a mixture of asphalt paths, concrete slabbed seating areas, rubber / artificial grass play surfaces and natural grass areas that link together to carefully match surface type to function.

Existing gradients on paths do not exceed 1:20 gradient.

Existing gates operate safely and easily for adults but are child proofed for safeguarding.

No proposed changes to existing.

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?

Existing - The main entrance to the school currently has manually operated double doors with large glazed panels absent manifestation. There is an existing overhang to the front door. There is existing barrier matting in entrance lobby.

Proposal - New automatic glazed doors and full height glazed panels. The entrance door will achieve a 1510mm clear width opening. All full height glazing will have manifestation. A minimum of 30 LRV will be achieved between the doorframe, wall surface and floor. Frame colour RAL 7016 LRV = 8. Door leaf colour RAL 7038 LRV = 46.

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.

The proposed new automatic doors will open via motion sensors on approach. This allows the user to enter into the entrance lobby without the need of pushing any buttons. On the right-hand side of the entrance lobby there is a hatch for communication to the reception/office staff. The office staff are in control of letting the user through a second set of doors into the school which is the secure line.

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.

All proposed swing doors have an overhead concealed door closer (which is able to be adjusted) and hold open floor pivots for ease of use.

The width of the replacement doors are dictated by the existing structural opening. On the 2 storey block all new structural openings with new doors will have a clear width opening of 970mm. All existing double doors that are to be replaced that do not achieve a single door clear width of 800 will become a door and a half to achieve an 800mm clear opening.

Doors are proposed to be fully glazed to give maximum light. Where required manifestation is provided within the required dual height at 900mm and 1500mm AFFL, with a combination of light and dark solid colours to ensure visual contrast in all lighting conditions, both from inside and outside. All thresholds are level.

Door handles are of two types,
Cranked 'D' Stainless Steel pull-handles at 32mm diameter spanning 887mm- 1300mm AFFL
Long Pull type, Stainless Steel at 32mm diameter spanning 700mm-1300mm AFFL

All door leafs contrast visually with the surrounding frame. Frame colour RAL 7016 LRV = 8. Door leaf colour RAL 7038 LRV = 46.

14) Lobbies & lobby doors

Detail dimensions of lobby and door details, also barrier matting, lighting/glare.

Barrier matting will be replaced in lobby spaces where required.
All lobby dimensions will be as existing.

15) Ironmongery

Height and style of door furniture, lever handles, colour contrast, pull handles (15 point LRV difference)

Internal doors have either lever handles or pull handles. Levers are set at 800mm high. Handles will contrast against the door leaf.

16) Reception Area

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

A new reception desk will be installed that will achieve the required 500mm knee space underneath. Due to existing constraints the desk will deviate from Part M as it will not achieve 1200mm deep manoeuvring space behind the desk when the lobby door is open.

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.

New wet areas in classroom will be at 900 or 845 in room A024

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.

All corridors will be as existing

All new manual doors will have 300mm to the leading edge. Replacement doors will be put in the same position as existing.

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)?
As existing
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 the call buttons located? Have you considered alternative means of escape for wheelchair users? (see section 24 - Egress)
Vertical circulation as existing. No lift proposed.
21) Standard wc's
Provision for ambulant disabled people, larger cubicle, urinal heights, lever taps, colour contrast, door furniture. If the building is extended/altered with WC provision please provide an explanation if it is not to include ambulant cubicles.
As Existing
22) Accessible wc's
Overall provision & location. Please detail dimension of space, layouts, colour contrast, emergency alarms, 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.
A new accessible WC is proposed on the ground floor next to the main entrance which will meet the requirements of Part M including: Room dimensions meet minimum 1500mm x 2200mm Standard 'Doc-M' WC pack provision Grab and drop-down rails are a dark grey to contrast with the walls. Easy operation door ironmongery
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 who 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 facility has not been including within this scheme.
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 proposed features and materials will meet the requirements of Part B of the Building Regulations. A fire strategy plan has been developed and will be incorporated into the Building Manual on completion of the project, to help inform the school develop their management plan. The adopted plan should be developed to include involving the use of Personal Emergency Evacuation Plans (PEEPs) and be regularly tested. All exits from the ground floor classrooms are direct to outside.
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).
An acoustic strategy will be developed.
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)
Statutory fire signage will be provided. Information signage i.e. WC symbols are proposed and will achieve colour contrast against the doors. As part of the wayfinding strategy, signage is proposed to each classroom and group space. All lettering will visually contrast.
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.
Suitable colour contrast will be achieved between doors, walls and frames. Suitable colour contrast will also be achieved between doors and door furniture, signage, and between light. New internal doors will be timber veneer with white architraves to match existing. Wall colour will be an off white TBC. Refer to the accompanying finishes drawings HCC-ZZ-DR-A-2601 and finishes schedule which details all the wall, floor and door colours.
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.
On completion of the project, a Building Manual will be handed over to the School which will detail any

requirements for maintenance regimes, technical information on specified products and management strategies.

A separate Building User Guide will also be issued to the school. This offers a simplified version of the manual, providing easy to use instruction on the operation of key elements as part of the daily use of the building.

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.

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