Design and Access Statement
(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 Statement form 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:	West of Waterlooville Housing Development	TMS Code:	P08865
Project Name:	2FE Primary School		
Project Officer:	Allister Lewis		

Consultation (Planning): Access Officer:	Davinia Glanfield	Date	25/07/12
Consultation (Building Control): Access Officer:	NOT YET COMPLETED	Date	
Consultation (Detailed Design): Access Officer:	NOT YET COMPLETED	Date	
Revision dates:			

1) Project summary

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

The project comprises a new 420 place Primary school on a greenfield site within a major housing development which is currently under construction.

All aspects of the site and building design will be developed from a best practice approach as there are clearly no existing conditions to be addressed.

The major housing development has been developed in conjunction with input from Highways Officers from HCC Environment Dept and separate assessments have been made to ensure that the surrounding highways infrastructure is being developed to relevant standards.

The project aspires to provide a community offer of flexible facilities at the front of the school building and it is important that the project team ensures that these areas are accessible to all types of visitor.

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.

Through the design development stage, consultation has been made with Planning Officers, Highway Officers and Property Services Technical team.

Senior officers from HCC's Children's Services dept. have met with the design team to agree the project brief and provide feedback on design development.

3) Design standards and guidance -	
O	Approved Document M
O	BS8300 (2009)
	BB102 designing for disabled children and children with special educational needs (DFES website)
O	School inclusion design brief http://www3.hants.gov.uk/pbr-propertyprocedures-access
	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

A safe network of dedicated cycle routes and pavements/footpaths are proposed within the housing development and these will provide good links to the school.

The site will be accessible for pedestrians from all sides of the school. Access points will be provided to the south, east and west from the new roads within the surrounding residential development.

The school entrance is some 80m west of the Local Centre and fronts the main vehicular route through the development site. A pedestrian crossing, and a bus stop is to be positioned outside the school entrance. .

Drop-off and collection locations will be on the adjacent road network and parents will be encouraged to combine journeys and use the car park associated with the food store that flanks the eastern boundary of the site. The new housing estate forms the catchment area and given the distances and network of foot and cycle paths car journeys to and from school are expected to be low.

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

Transport consultants JMP have prepared a transport assessment in support of the planning application for the school. Details of proposed bus routes are detailed within Grainger's approved application for the wider development site and are outlined within JMP's report accompanying the school's submission.

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?
Parking on site is provided for the use of staff and two designated accessible parking bays are included which could be used by visitors subject to appropriate management by the school. The accessible bays will be 2.4m wide by 4.8m long with a 1.2m transfer margin at the rear and side. These will have dropped kerbs and be located within 50 metres of the main entrance to the school building. Pedestrian entrances to the site are separated from the vehicle areas for health and safety reasons. A 1.8m high gate will be provided between the car park and play areas at the rear of the school.
7) Pedestrian approach to the site
Have catchment areas, different approach routes, gradients, barriers, dropped kerbs, signage etc been considered?
It is anticipated that the majority of pupils will come from this local area. School ahead signage and crossing patrols will be provided in line with best practice. Dropped kerbs and crossing points within the housing development have been incorporated as agreed between the developer and the Highway Officer.
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.
Paths around the site will have a minimum width of 1.8m and these will all be set at gentle gradients where there is a change in level. Surfaces will contrast where a distinction of use is required, for example between footpaths and car park. Surfacing will also be mute in colour to reduce reflectivity and glare.
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.
Corduroy tactile paving will be provided to the top and bottom of the steps and where ramps have a steeper gradient than 1:20 a handrail will be provided to one side.
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.
Visual contrast will be given between risers and goings as well as handrails and surrounding surfaces. Seating will be located so as to provide places of rest, assembly and social discourse. They will also be positioned to help define and protect particular areas, such as planting beds, play areas.
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?
A canopy extends over the approach to the main entrance lobby and provides a protected waiting area for parents and visitors. Entry in to the lobby and the main reception area is controlled via a pair of automatic sliding doors. These will be designed to provide a nominal 1500 wide clear opening. Manifestation will be provided to the glazing along the front façade including the entrance doors. Barrier matting will be specified to avoid limiting manoeuvrability for wheelchair users.
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.
Access into the main waiting reception area will be via an intercom link which is controlled from the main reception. Should it be appropriate, reception staff will be able to engage and receive visitors from within the lobby or alternatively 'buzz, them through the second pair of automated doors to the main reception waiting area. An induction loop will be built into the reception area.
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 are all to be metal framed and fully glazed. These will be pivoting type with an integral overhead closer and anti finger trap stile. The closer will be calibrated to be within the opening pressures specified in BS 8300 and Part M of the Approved documents. Visual contrast will be made between door, frame and ironmongery. Where doors are fully glazed, manifestation will be provided in line with BS 8300 and Part M of the Approved documents. Thresholds will be level and where exposed be protected by heel guard slot drains.
14) Lobbies & lobby doors
Detail dimensions of lobby and door details, also barrier matting, lighting/glare.
See description under item 11.
15) Ironmongery
Height and style of door furniture, lever handles, colour contrast, pull handles (15 point LRV difference)
For reasons of durability door furniture is to be brushed stainless steel. Pull handles will have through fixings and be used for doors which do not require a latch. Depending on their application these will be either straight or cranked and contrast with the door to which they are fixed. Door furniture will be fixed at standard heights.
16) Reception Area
Heights and layouts of counters. Staff & visitor access. Knee space. Induction loops, seating arrangements.
The counter will be seating height within the main reception stepping up to standing height within the adjoining lobby area. A staggered knee hole arrangement will be provided for both staff and visitors. A fixed induction loop is to be incorporated.
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.
Additional specialist rooms will be designed to the relevant standards and in close consultation with Children's Services.
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.
Corridor widths are generally 1.8m clear with a wider margin located outside the toilet areas and exits to the main play area. Corridor doors will generally be held open with automatic release devices so they will not need to be opened on a daily basis by staff and pupils.

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)?
Although the site slopes gently downward in a south to north direction the internal accommodation is all arranged on a single level.
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)
N/A as building is single storey.
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.
Ambulant disabled cubicles will be provided within each set of wc's - 2 per 8 bays in 2 clusters and 2 ambulant disabled WC's adjacent to the hall. Outward opening doors are to be provided to one cubicle in each set of toilets.
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.
2 No. (1.5 x 2.2m) Accessible wc's; 1 No adjacent to the main reception area and 1 No. adjacent to the main grouping of pupil WCs This will have a level shower facility and potential to include a changing bed.
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 hygiene room is to be provided that is a changing place facility. 1 No. (4.0 x 3.5) Accessible WC and hygiene room adjacent to the reception class bases.
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 exits to have flush thresholds and safe accessible routes externally. Details of escape door ironmongery etc. to be developed during the detailed design stage.
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).
Consideration to be given to providing a mobile hearing loop. Note that anticipated flexible use of spaces may compromise the effectiveness of a fixed system. Teaching facilities and all circulation spaces will receive acoustic treatment as BB93. A fixed induction loop is to be provided in the main reception area.
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)
To be developed during the detailed design stage.
27) Colour contrast
Door furniture – LRV difference15 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.
To be developed during the detailed design stage
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.
To be discussed with Children's Services Client for the project development and reviewed by the school's management team.

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