

<b>Venue Details</b> Name Address & Postcode Telephone / email / website	The Bird in Hand 1 Victoria Square, Stafford, ST16 2AQ 01785 331302 /terry.cope@aol.com/ www.birdinhandstafford.com
<b>Access Audit</b> Date Visited Name of Rotary Club / Contact Name Contact Telephone / email	20th June 2024 Stafford Knot / DGE Jane Cooper
<b>Transport</b>	
Is there a bus stop in the vicinity - within 50 metres?	Yes
What is the nearest Train Station?	Stafford - 0.5 miles
<b>Parking</b>	
Is there any parking on site or in the vicinity?	Yes, limited parking on the road outside
What is the surface of the car park – gravel, tarmac etc?	Tarmac
Is the car park well lit?	Yes
Is payment or Registration required to park?	No
Is there any designated parking for Disabled Parking Badge Holders?	No
How far is the designated parking from the main entrance?	n/a
Does it comply with the standard size & layout? (Appendix A)	n/a
<b>Outside</b>	
Is the route to the main entrance clearly signed?	No
Is the surface flat and safe under foot?	No
Is the route suitably lit?	Yes
Is the route suitable for wheelchair users?	Yes
Are there dropped kerbs where necessary?	Yes

<b>Entrance to Venue</b>	
Is the main entrance level, ramped or stepped?	Level
If stepped are there handrails on both sides?	n/a
Is there a ramp alternative to the steps?	n/a
Is there a level platform at the top of the steps and ramp?	n/a
Is the entrance door automatic or manual?	Manual
Does at least one leaf give minimum clear opening width of 80cm?	Yes
Is the door furniture and entry system around 120cm from the ground & colour contrasted?	Yes is 120cm from the ground, but no colour contrast - will be painted
<b>Reception Area</b>	
Is there a hearing loop or other amplifying device fitted in reception?	No
Is at least part of the reception desk at wheelchair accessible height?	No
Is there any seating in the waiting area?	n/a
If yes, is there a mix of seats with arms & seats without arms?	n/a
Is there space for a wheelchair user to wait?	Yes
<b>Access to other Rooms</b>	
Is all of the ground floor accessible?	Yes
Do internal doors open automatically?	No
Do all internal doors give a minimum clear opening width of 750mm?	Yes
Is the route to the meeting room wheelchair accessible?	Yes
Is the main hall fitted with a hearing loop?	No
Is there sufficient space within the room for wheel chair access and manoeuvrability?	Yes
Is there easy access to a seating place?	Yes
Is there sufficient space to accommodate a carer?	Yes
If kitchen facilities are available, are they at a wheelchair accessible height?	n/a

<b>Fisrt Floor Access</b>	
Is there a passenger lift in the building?	n/a
What type of lift and is it suitable for a wheelchair user?	n/a
Is the staircase suitable for ambulant people with disabilities	n/a
Are there any intermediate landings?	n/a
Are the handrails continuous on both sides?	n/a
<b>Rest Rooms</b>	
Are there Baby Changing facilities?	Yes
Is there an accessible WC?	Yes
Does it comply with dimensions in BS8300 220cmx150cm?	Yes
Is there an emergency pull-chord that reaches down to the floor?	Yes
<b>Fire Escapes</b>	
Is the fire escape suitable for wheelchair exit?	No
Is the fire escape suitable for use with other disabilities?	Yes
<b>Remote Connections</b>	
Is free Wi-Fi available to facilitate zoom meetings or similar?	Yes however, this can be somewhat intermittent
Do the Club use Zoom at their Meetings?	Yes