

Venue Details Name Address & Postcode Telephone / email / website	The Upper House The Green, Barlaston, Stoke-on-Trent, Staffordshire ST12 9AE 01782 373 790, enquiries@theupperhouse.com, www.theupperhouse.com
Access Audit Date Visited Name of Rotary Club / Contact Name Contact Telephone / email	30th March 2023 Blythe Bridge & District Rotary / Richard Jacobs / Martin Kettrick
Transport Is there a bus stop in the vicinity - within 50 metres? What is the nearest Train Station?	No Stone 15.7 miles
Parking Is there any parking on site or in the vicinity? What is the surface of the car park – gravel, tarmac etc? Is the car park well lit? Is payment or Registration required to park? Is there any designated parking for Disabled Parking Badge Holders? How far is the designated parking from the main entrance? Does it comply with the standard size & layout? (Appendix A)	Yes Tarmac Yes No Yes 10 metres No
Outside Is the route to the main entrance clearly signed? Is the surface flat and safe under foot? Is the route suitably lit? Is the route suitable for wheelchair users? Are there dropped kerbs where necessary?	Yes Yes Yes Yes Yes

Entrance to Venue	
Is the main entrance level, ramped or stepped?	Stepped
If stepped are there handrails on both sides?	No
Is there a ramp alternative to the steps?	A temporary ramp can be requested with prior notice
Is there a level platform at the top of the steps and ramp?	Yes
Is the entrance door automatic or manual?	Automatic
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?	No
Reception Area	
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?	Yes
If yes, is there a mix of seats with arms & seats without arms?	Yes
Is there space for a wheelchair user to wait?	Yes
Access to other Rooms	
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

Fisrt Floor Access	
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
Rest Rooms	
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
Fire Escapes	
Is the fire escape suitable for wheelchair exit?	Yes
Is the fire escape suitable for use with other disabilities?	Yes
Remote Connections	
Is free Wi-Fi available to facilitate zoom meetings or similar?	Yes
Do the Club use Zoom at their Meetings?	Yes