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	CLATTERFORD CENTRE, Watergate Road, Newport, Isle of Wight, PO30 1XW.	TMS Code	E03812
Project Name	REFURBISHMENT WORKS		
Project Officer	Louis Niziolek		

Consultation (Planning/Stage D)	Kim Walsgrove	Date	22.02.21
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.

St George's School is a local authority maintained special school for boys and girls aged from 11 to 19, to the South of Newport, Isle of Wight. Their current 6th form provision is located within the main school campus. Due to an increase in pupil PAN, IWC Strategic Development Officers, along with support from HCC Children's Services and the School, have ascertained that the current 6th form provision would be best served by the creation of a separate dedicated centre, freeing up space in the main St Georges school. A maximum of 50 young people would use the 6th form centre.

A variety of SEN students are currently accommodated: ASD - Autistic Spectrum Disorder; MLD - Moderate Learning Difficulty; PMLD - Profound and Multiple Learning Difficulty and SLD - Severe Learning Difficulty.

IWC have determined that the former Clatterford Centre, located adjacent to St Georges, should be repurposed to provide suitable accommodation. The former Clatterford Centre has been vacant for circa 6 years but was previously used as a specialist teaching facility. It is therefore proposed to refurbishment the existing former Clatterford Centre, including modular buildings & external spaces so as to provide a modern and contemporary SEN 6th form teaching facility.

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.

Access Officer, Local School Management, Building Control, IWC Strategic Development Officers, HCC Childrens Services, Property Management /Operations and Property Services Colleagues.

3) Design standards and guidance -

	Approved Document M
	BS8300 (2009) - Superseded, for reference only
	BB102 Designing for disabled children and children with special educational needs (DFES website)
	Other, please detail below: Equality Act 2010, HoP Briefing Paper no 8561, 17 May 2019, Post-16 Special Educational Needs and Disabilities in England

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

Pedestrian footpaths, generally level or sloped with contours, are provided from Watergate Road to the main St Georges campus - suitable crossing points with dropped kerbs & tactile paving already exist. It is proposed that these are utilised by pedestrians visiting the former Clatterford Centre.

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

Principally to remain as existing - circa 50% of students arrive by School transport / bus. The remaining students arrive via private vehicle or public taxi. It is believed that few students arrive by foot. School transport / buses are currently provided by Southern Vectis using Optare Solo SR buses. Students attending the 6th form facility are drawn from across the Isle of Wight.

To assist with the safe & orderly disembarkation & embarkation of students (from either school transport of cars), a dedicated drop off bay will be provided at the front of the Clatterford Centre. The drop off bay will take the form of a pull in bay off the main St Georges access roadway and will feature raised bus access kerbs and surfacing so as to assist with the disembarkation / embarkation process. The corresponding footpath has been enlarged so as to provide sufficient space to allow students to wait for vehicles - it is intended that the whole process will be managed, and if needed assisted, by staff.

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?

Vehicle access to site is via the school access roadway off Watergate Road. The access roadway is 2 way (bar a small section of single file traffic) with a large turning circle at the front of St Georges School. For buses and other drop off vehicles, it is intended that they will drive down to St Georges, around the turning circle and back up towards the Clatterford Centre before pulling into the drop off bay.

It is intended that student buses & other vehicles only use the drop off bay and do not enter the staff car park or the hardstanding at the front of the site. Once disembarked, students are able to use the level footpath from the drop off bay to the Clatterford Centre main entrance - a distance of approx. 20m. New dropped kerbs and tactile paving will be provided to the footpath at the relevant position opposite the main entrance.

Staff & visitor vehicle access is also via the school access roadway. However, these vehicles are able to pull directly into the staff & visitor car park at the front of the Clatterford Centre. There are approximately 9 no. parking bays, 1no. of which will be marked to an accessible bay standard. It is intended that staff will be on site & parked prior to students arriving & transiting across the hardstanding's, thus avoiding any clash between students & vehicles.

7) Pedestrian approach to the site

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

Pedestrian footpaths, generally level or sloped with contours, are provided from Watergate Road to the main St Georges campus - suitable crossing points with dropped kerbs & tactile paving already exist. It is proposed that these are utilised by pedestrians visiting the former Clatterford Centre.

From the dedicated student drop off bay, students are able to use the level footpath from the drop off bay to the Clatterford Centre main entrance - a distance of approx. 20m. New dropped kerbs and tactile paving will be provided to the footpath at the relevant position opposite the main entrance. There is a level difference between the external hardstanding & the floor level and thus it is proposed to install a 1:21 'ramp' up to the main entrance so as to create a level entrance.

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.

Pedestrian access to main entrance as described above. Generally access around the main building is level - width's c. 1500mm or more. These existing footpaths are to be retained.

Pedestrian access across the rear of the site is described below under section 9.

External lighting is provided to the perimeter of the main building and modular buildings - it is intended that these will provide background light levels sufficient for users to navigate in the hours of darkness. Limited signage is to be provided at the main entrance and at key door ways across the site. Colour contrast of signage to be considered - discussions with HPS ongoing.

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.

Topography on site is challenging - the site generally slopes from the boundary down towards St Georges School.

Access around the main building & between the main building and the modular buildings will be step free. Existing steps between modular buildings 2 & 3 are to be retained and remodelled to suit new levels - these steps enable those who can use them to access the rear playground and other areas - alternative ramped access to these areas is also provided for those who can not manage steps. Steps to comply with current

legislation and complete with handrails to both sides and corduroy paving at the top / bottom. In addition, due to topography, steps will also be provided to the fire escapes from modular buildings 1 & 2 - for this reasons, we have agreed with the school that only ambulant mobility students can access these buildings. To assist with escape, a refuse has been provided adjacent to the head of the steps to allow those not confident enough to use the steps alone to wait for a member of staff to either assist the student or to help with the use of an evac chair. Steps are to be constructed with brickwork retaining walls, tarmac landings, paviour steps / treads and PPC merlin grey handrails. Colour contrast to be provided to step nosing's.

To overcome the topography issues on the site generally, existing footpaths & hardstanding's have been redesigned - new ramps of 1:20 or 1:15 are provided to link the main building to the modulars and also link all buildings down to the playground. An existing ramp adjacent to modular building 1 is to remain and be resurfaced - this ramp is circa 1:12 and exceeds the prescribed length of such a ramp - HCC Access Officers have suggested that this ramp be retained and accepted as non compliant on the basis that other compliant routes around the site exist. Where necessary (either to prevent a fall risk or where required by the gradient) handrails will be provided and level landings incorporated into the design at the required spacings (or less). Ramps are to be constructed with brickwork retaining walls (where needed) or concrete edgings, tarmac landings, paviour ramps / flights and PPC merlin grey handrails.

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.

No specific landscaping measures provided within this design, other than hard landscaping described above. School to provide seating & other features outside of this work. Existing playground to rear of site - level tarmac surfacing.

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 proposals include the relocation of the existing main entrance so as to better suit the new internal arrangement - the proposed location also increases the sense of arrival and highlights its position for new students or visitors.

A new level access ramp (1 in 21 or shallower) will be constructed externally in front of the new entrance so as to provide a level entrance. Given the shallow gradient of the ramp / level access, no handrails are to be provided.

No canopy over the entrance is proposed.

The existing windows currently forming what will become the main entrance will be replaced with a new combined entrance door and screen to the existing opening. The new double doors will be split into a primary leaf and a slave leaf - the primary leaf will provide a minimum clear width of 1000 mm and be powered if the door opening force is more than 20N. A level threshold would be detailed. Replacement floor finishes would provide barrier matting, specified to avoid limiting manoeuvrability for wheeled users. Manifestation would be provided across the new doors OR a transom would be provided as part of the door.

Door & window colours (visual contrast) is discussed under item 27.

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.

Entry phone systems at the main entrance have not been requested by IWC or the School.

Access control to inner reception doors provided so as to maintain security within the building and to prevent unauthorised student egress. Access control to be controlled by staff.

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 external doors are being replaced as part of the proposals, however structural openings will be limited to the existing constraints. Where possible (for example when the door is part of a screen), the clear door opening width will be increased to a minimum of 800 mm.

Door opening forces will be a maximum of 20N where feasible, utilising sliding arm style door closers to meet BS 8300 and Part M of the building regulations.

Glazed doors will be provided with a transom OR if fully glazed, manifestations will be provided at 900 mm and 1500 mm above finished floor level. Visual contrast will be made between door, frame and ironmongery.

Thresholds be maintained at existing levels.

14) Lobbies & lobby doors

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

The new main entrance opens into the main reception - please refer to details contained within section 16.

The entrance doors to the refurbished modular buildings open into lobbies that measure 1700 mm wide or more. The doors has been detailed with a clear opening width of 900mm. Barrier matting will cover the whole of the lobby and specified to avoid limiting manoeuvrability for wheeled users. Building signage will be provided externally (name signage) together with lighting to ensure that lux levels are met.

Door opening forces will be a maximum of 20N where feasible, utilising sliding arm style door closers to meet BS 8300 and Part M of the building regulations.

Glazed doors will be provided with a transom OR if fully glazed, manifestations will be provided at 900 mm and 1500 mm above finished floor level. Visual contrast will be made between door, frame and ironmongery - refer to finishes as per item 15 & 27.

15) Ironmongery

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

All new door handles to colour contrast and generally be located at 900 mm above finished floor level. Style of handle to suit BS 8300 with a curved end to facilitate handle grip.

16) Reception Area

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

The new main entrance will open into a nominal reception area, albeit this will operate as a supervised waiting area rather than a traditional reception. Accordingly, no reception desk will be provided. The reception / waiting space is circa 7mx3m, with an accessible WC position at one end of the reception and an internal

door leading to the rest of the building & campus at the other end of reception.

The main entrance door will feature access control so as to prevent unauthorised access into the reception - intercom system installed connected back to the reception office. Intercom panel mounted c. 1400mm for leading edge of primary leaf and 800mm AFFL to centre. School staff will be able to remotely unlock the door. The main entrance primary leaf will also be power assisted, once released. The internal door from reception into the rest of the building will also feature traditional access control for safeguarding reasons. Both the external & internal reception doors with access control will feature staff bypass fobs or number locks.

Barrier matting will cover an area of 3x3m and specified to avoid limiting manoeuvrability for wheeled users. Other colours and contrast are discussed under item 27.

A small staff office will be located off the reception with visibility of the new main entrance and the reception area.

Some loose reception style seating will be provided by the school outside of this contract.

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.

Generally loose furniture and fittings provided by school outside of this contract. Limited fixed furniture in the form of a sink unit will be provided to each class base room - fixed height at c. +850mm AFFL. Lever taps provided to sinks. Worktop to be Grey (Howdens 871) with White cupboards under (Howdens BS 00E55).

Domestic style kitchen facility provided within new Food Tech space (intended to assist students with skills for life). Complete with oven, sink & whitegoods - worktop at fixed height of c.+850mm AFFL. Finish's as above.

Specialist X-Y hoists provided to 1no. class base room & the hygiene room.

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.

Generally, there are no proposed changes to the existing provision. Existing corridors range from 1200mm wide to 2500mm. 1no. existing door is to be removed leaving a pinch point of c. 830mm - this is a head on situation but will be increased to a min. of 900mm clear opening.

Pupil access doors are provided with a clear space of 300mm to the side of the leading edge.

All internal doors are manually operated.

Pupil access doors will be 850mm clear opening. Door opening forces will be a maximum of 20N where feasible, utilising sliding arm style door closers to meet BS 8300 and Part M of the building regulations. Glazed doors will be provided with a transom OR if fully glazed, manifestations will be provided at 900 mm and 1500 mm above finished floor level. Visual contrast will be made between door, frame and ironmongery - refer to finishes as per item 15 & 27.

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)?

No internal level changes - either within the main building or the rear modular buildings.

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)

All buildings on site are 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.

Separate male / female student wc's provided. Standard WC cubicles provided for pupil use - BTW pans, push button flush, standard height. Cubicles to be fully enclosed. 1no. ambulant cubicle provided wc block.

WHB to be standard height semi vanity unit versions, complete with percussion taps.

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.

2no. AWC's provided across the site - 1no. provided in the main building off reception and 1no. provided in modular building no.3. Both AWC's to be corner wc arrangements, with one being LHS transition and the other being RHS transition.

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 hygiene room is provided within the main building. Hygiene room complete with peninsular wc, whb, changing bed and X-Y hoist. Room to measure 3.3m x 2.2 with direct access from the main corridor. Access door width to be 850mm clear. Internal finish's to be wipe down with floor gully provided. Refer to attached drawings for internal arrangement.

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)

No upper floors throughout. However, due to existing topography, steps are provided to the escape route at the rear of the modular buildings (1 & 2). Management regime agreed with School to ensure that no wheelchair users be taught in either of these buildings.

Refuge platform provided off landings at head of escape steps discussed above - 900x1400mm - so as to allow students unsteady on their feet a space to wait for staff assistance. Evac chair to be provided to the side of the FE's from both of these modular buildings.

New fire detection system to be provided throughout complete with audio visual beacons.

External FE's are existing with c. 750mm clear opening. This will be enlarged to 850mm clear opening. For operational reasons, any evacuation will be principally staff led, although theoretically students will be able to evacuate themselves if ever needed. Fire exits will feature traditional push pad or bar panic ironmongery with sufficient colour contrast to the leaf.

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).

Induction loops & acoustic systems have not been requested by IWC or the School.

Acoustic properties of existing rooms and spaces to remain as existing.

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)

General information signage & fire signage provided as part of these works. New information signage to be designed by HPS with reference to Sign Design Guide. Fire Signage & Fire Directional Signage to meet all statutory requirements.

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.

Internal walls to be off white (ash white or jabot), internal doors & architraves to be Goosewing Grey BS 10A05 or darker, ironmongery to be SAA, barrier matting to be Furbo Coral Classic, colour Mouse Grey 4721, carpet to be Metro Grey P946006, vinyl to be Forbo Surestep Original, Granite 172092 and skirtings to be brought in with wall colour. Sufficient LRV differences provided by the above finish's.

External doors to main building to be Blue Grey BS 18C35 with White BS 00E55 frames / surrounds in openings in red facing brickwork. External doors to modular buildings to be White BS 00E55 with White BS 00E55 frames in openings in Blue Grey cladding BS 18C35 (Cedral Lap cladding). External windows to both main building & modulars to be White BS 00E55.

Signage details TBC.
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.
No specific local management issues noted. Management of emergency escape covered within fire safety risk assessment.

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