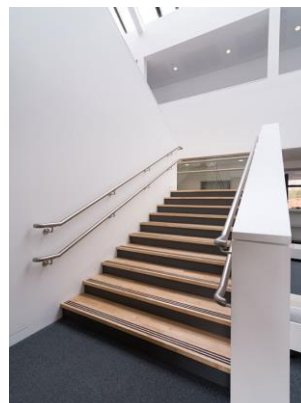


Accessibility Strategy

For Planning & Building Control Applications

There are significant changes to the information that is required for Access Strategies using this new format, please take the time to read the introduction on the following page



Access Strategy For Planning & Building Control Applications

This Access Strategy should be submitted as part of the Planning Application (Section One) and as part of the Building Regulation Application (Section Two). The completed document is also to be included in the building users/occupiers manual.

It is important that you clearly communicate how your project meets the requirements of the provisions set out in Approved Document M/K - Building Regulations in your working drawings to demonstrate your commitment to design that is accessible and inclusive to all.

If your drawings show that all the relevant Approved Documents and design standards have been met, then you only need to complete the introduction to the Access Strategy.

When an alternative solution is proposed must you be able to demonstrate that your design solution is robust, appropriate, and equivalent to, or better than the provisions set out in Approved Documents M & K. This should be discussed and agreed with the Access Team.

This document will be used to record any dialogue and recommendations between the Project Officer and Access Officer. It will not be signed off until all drawings and specifications are updated prior to Planning/Building Control submission.

Please contact the Access Team to discuss your project prior to any submissions.
(Kim Walsgrove 0370 779 0925 or Shona Forsyth 0370 779 1653)

Advice provided by the Access Team will be based on the requirements of the Approved Documents and other best practice information. Further guidance and best practice information can be found at:
<https://hants.sharepoint.com/sites/PS/SitePages/Accessibility.aspx>

Site	Hordle CE Primary School	TMS Code	E05356
Project Name	Toilet Refurbishments		
Project Officer	Dan Randell		

Section One – Planning RIBA Stage D	Not applicable	Date	15/03/2023
Section Two - Building Control RIBA Stage F	Kim Walsgrove	Date	15/03/2023
Section Three - Final Design (only required if details are not fully agreed at Building Control stage) RIBA Stage J or K	ACCESS OFFICER Sign and date KW to sign off once colour scheme agreed.	Date	
Revision dates:	15/03/2023 see section 16 comments 21/03/23 see section 16 comments outstanding colour scheme only		

Introduction (to be completed for ALL projects)
1) Project summary
The project will involve refurbishing the existing toilets within the school. Within the refurbishment some of the toilet blocks will be turned into Unisex toilet areas for both boys and girls with unisex cubicles. A disabled toilet will also be converted into two individual pupil toilets as there is another fully accessible toilet located within the school. Taps and WC's are specified on the drawings and also the new layouts with dimensions.
2) Sources of advice and consultation (other than the access team)
N/A
3) Design standards and guidance applied

Approved Document M

Section One – Planning Application

4) Level approach to and around the site (Pedestrians and vehicles).

5) Car-parking and setting down points

6) External ramps and steps

7) External handrails

8) Hazards (on external access routes)

Section Two - Building Regulations Application	
9) Accessible entrances and external doors (inc. accessible doors)	
10) Entrance lobby and reception	
11) Internal doors, corridors and internal lobbies	
12) Lifts, stairs and ramps	
13) Internal spaces and facilities (wet areas, staff room, kitchenettes, specialist teaching areas)	
14) Switches, sockets and controls	
15) Aids to communication	
16) Sanitary accommodation (general and accessible facilities inc. hygiene rooms where applicable)	<ol style="list-style-type: none"> 1. Please add the make and model of taps to be used on the trough basins to the drawings KW 05/03/2023 Taps will be Delabie Tempostop DR 20/03/2023 2. Please add the heights of the grab rails in the ambulant wc's to the elevations. See access team web pages for guidance on heights. https://hants.sharepoint.com/sites/PS/SitePages/Toilet-areas-education.aspx KW 05/03/2023 Added onto amended drawings attached DR 20/03/2023 3. Where ambulant cubicles are wider than 800mm it is better to add a drop down rail to the rear wall and to offset the toilet, I will send a diagram separately. KW 05/03/2023 Amended drawings attached DR 20/03/2023 4. Please add spatula flush levers to the ambulant wc's KW 05/03/2023 Noted and will be added on to spec DR 20/03/2023 5. Colour Scheme to be agreed. KW 05/03/2023
17) Means of escape for disabled people	
18) Manifestation	

Guidance Notes

Introduction

The guidance notes and checklists provided do not need to be submitted to the Access Team or Building Control they are to assist Project Officers in demonstrating their commitment to a design that is accessible and inclusive to all.

1) Project summary

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

2) Sources of advice and consultation

- Who have you consulted with? Planning Officers, Conservation Officers, Access Officers, Historic Buildings Advisors or Highways Department. Also, 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.

3) Design standards and guidance

- [Approved Document M](#): Access to and use of buildings
- [Approved Document K](#): Protection from falling, collision and impact
- BS8300-1 & 2:2018: Design of an accessible and inclusive built environment
- [Building Bulletin 102](#): Designing for disabled children and children with special educational needs. (Area guidance is superseded by BB104 but general guidance is still relevant.)
- [Building Bulletin 104](#): Area guidelines for SEND and alternative provision.
- English Heritage [easy access to historic buildings/landscapes](#)
- [Sport England guidance for accessible sports and changing facilities](#)
- Property Services [Access team pages](#)

Section One checklist – Planning Application

4) Level approach to and around the site (Pedestrians and vehicles)

Approach (AD M vol2 1.13) P17

Approach gradient	<input type="checkbox"/>	Signage & lighting	<input type="checkbox"/>	Passing places	<input type="checkbox"/>
Surface width	<input type="checkbox"/>	Tactile paving use	<input type="checkbox"/>	Surface materials	<input type="checkbox"/>

5) Car-parking and setting down points

Car parking & setting down points (AD M vol2 1.18) P19

Number of bays	<input type="checkbox"/>	Dropped kerb	<input type="checkbox"/>	Bay dimensions	<input type="checkbox"/>
Setting down point	<input type="checkbox"/>	Surface materials	<input type="checkbox"/>	Signage	<input type="checkbox"/>
Car park entry system	<input type="checkbox"/>				

6) External ramps and steps

6) External ramped access (AD M vol2 1.26) P20

Location apparent	<input type="checkbox"/>	Visual contrast	<input type="checkbox"/>	Gradient suitable	<input type="checkbox"/>
Landings level	<input type="checkbox"/>	Total rise <2m	<input type="checkbox"/>	Passing places	<input type="checkbox"/>
Surface width	<input type="checkbox"/>	Handrails	<input type="checkbox"/>	Slip resistance	<input type="checkbox"/>
Sign posting	<input type="checkbox"/>	Up-stands	<input type="checkbox"/>		

External stepped access (AD M vol2 1.33) P21

Level landing	<input type="checkbox"/>	Nosings	<input type="checkbox"/>	Width	<input type="checkbox"/>
Rise & going length	<input type="checkbox"/>	Tactile surface	<input type="checkbox"/>	Rise not open	<input type="checkbox"/>
Side access	<input type="checkbox"/>	Handrails	<input type="checkbox"/>	Door swings	<input type="checkbox"/>
Visual Contrast	<input type="checkbox"/>	Step protection	<input type="checkbox"/>	No single steps	<input type="checkbox"/>

7) External handrails

External handrails (AD M vol2 1.33) P23

Vertical height	<input type="checkbox"/>	Visual contrast	<input type="checkbox"/>	Step protection	<input type="checkbox"/>
No single steps	<input type="checkbox"/>	Second rail	<input type="checkbox"/>	Termination detail	<input type="checkbox"/>
Continuous	<input type="checkbox"/>	Profile	<input type="checkbox"/>	Length it protrudes	<input type="checkbox"/>

Handrail wall clearance	<input type="checkbox"/>				
8) Hazards					
Hazards on access routes (AD M vol2 1.39) P24					
Projections guarded	<input type="checkbox"/>	Kerbs	<input type="checkbox"/>		
Section Two checklist - Building Regulations Application					
9) Accessible entrance and external doors (Inc. accessible doors)					
Accessible entrances (AD M vol2 2.4) P24					
Sign posted	<input type="checkbox"/>	Weather protection	<input type="checkbox"/>	Entry systems	<input type="checkbox"/>
Easily identified	<input type="checkbox"/>	Floor surfaces	<input type="checkbox"/>	Level threshold	<input type="checkbox"/>
Structural hazards	<input type="checkbox"/>	Mat wells	<input type="checkbox"/>	Alternative entrance	<input type="checkbox"/>
Level landing	<input type="checkbox"/>				
Doors to Accessible entrances (AD M vol2 2.8) P24					
Opening force	<input type="checkbox"/>	Effective clear widths	<input type="checkbox"/>	Vision panels	<input type="checkbox"/>
Manually operated non-powered entrance doors (AD M vol2 2.14) P25					
Opening force	<input type="checkbox"/>	Door furniture	<input type="checkbox"/>	Pull side clearance	<input type="checkbox"/>
Visual contrast	<input type="checkbox"/>	Effective clear width	<input type="checkbox"/>		
Powered entrance doors (AD M vol2 2.18) P26					
Controls design	<input type="checkbox"/>	Safety stop systems	<input type="checkbox"/>	Controls position	<input type="checkbox"/>
Manual control	<input type="checkbox"/>	Warnings	<input type="checkbox"/>	Opening projection	<input type="checkbox"/>
Sensors	<input type="checkbox"/>				
Glass entrance doors & glazed screens (AD K 7.1) P39					
Manifestation height	<input type="checkbox"/>	Manifestation design	<input type="checkbox"/>	Leading edge identified	<input type="checkbox"/>
Visual contrast	<input type="checkbox"/>	Differentiation	<input type="checkbox"/>		
10) Entrance lobby and reception					
Entrance lobbies (AD M vol2 2.25) P27					
Dimensions	<input type="checkbox"/>	Mat wells	<input type="checkbox"/>	Floor surfaces	<input type="checkbox"/>
Glazing	<input type="checkbox"/>	Circulation hazards	<input type="checkbox"/>		
Entrance hall and reception area (AD M vol2 3.2) P29					
Location	<input type="checkbox"/>	Desk height & recess	<input type="checkbox"/>	Circulation	<input type="checkbox"/>
Hearing system	<input type="checkbox"/>	Space in-front	<input type="checkbox"/>	Floor surfaces	<input type="checkbox"/>
11) Internal doors, corridors and internal lobbies					
Internal doors (AD M vol2 3.7) P29					
Opening force	<input type="checkbox"/>	Leading edge	<input type="checkbox"/>	Widths	<input type="checkbox"/>
Vision panels	<input type="checkbox"/>	Pull side space	<input type="checkbox"/>	Manifestations	<input type="checkbox"/>
Door furniture	<input type="checkbox"/>	Glazing differentiation	<input type="checkbox"/>	Furniture contrast	<input type="checkbox"/>
Fire doors held open	<input type="checkbox"/>	Frame contrast	<input type="checkbox"/>	Low energy doors	<input type="checkbox"/>
Corridors (AD M vol2 3.11) P31					
Projections	<input type="checkbox"/>	WC doors	<input type="checkbox"/>	Width	<input type="checkbox"/>
Wider leaf position	<input type="checkbox"/>	Passing places	<input type="checkbox"/>	Floor surface position	<input type="checkbox"/>
Gradients	<input type="checkbox"/>	Slip resistance	<input type="checkbox"/>	Rest areas	<input type="checkbox"/>
Manifestations	<input type="checkbox"/>	Exposed edges	<input type="checkbox"/>	Lockers	<input type="checkbox"/>
Door opening onto	<input type="checkbox"/>				
Internal lobbies (AD M vol2 3.15) P32					
Dimensions	<input type="checkbox"/>	Floor surface junctions	<input type="checkbox"/>	Glazing	<input type="checkbox"/>
Hazards	<input type="checkbox"/>				

12) Lift, stairs and ramps			
Provision for lifting devices (AD M vol2 3.21) P32			
Is lift provided	<input type="checkbox"/>	Lift type complies	<input type="checkbox"/>
General requirements for lifting devices (AD M vol2 3.25) P33			
Approach	<input type="checkbox"/>	Control visual contrast	<input type="checkbox"/>
Landing call buttons	<input type="checkbox"/>	Handrails	<input type="checkbox"/>
		Lift floor colour	<input type="checkbox"/>
		Emergency comms.	<input type="checkbox"/>
Passenger lifts (Part M vol2 3.29) P33			
Meet SI 1992/3073	<input type="checkbox"/>	Door opening safety	<input type="checkbox"/>
Car controls	<input type="checkbox"/>	Suitable mirror	<input type="checkbox"/>
Entrance width	<input type="checkbox"/>	Visual contrast	<input type="checkbox"/>
Audible & Visual info.	<input type="checkbox"/>	Fire lift	<input type="checkbox"/>
		Dimensions	<input type="checkbox"/>
		Landing controls	<input type="checkbox"/>
		Manifestations	<input type="checkbox"/>
		Serve all storeys	<input type="checkbox"/>
Lifting platforms (AD M vol2 3.35) P35			
Meet SI 1993/3073	<input type="checkbox"/>	Landing call buttons	<input type="checkbox"/>
Visual contrast doors	<input type="checkbox"/>	Controls position	<input type="checkbox"/>
Control design	<input type="checkbox"/>	Manifestations	<input type="checkbox"/>
Instructions	<input type="checkbox"/>	Door width	<input type="checkbox"/>
		Vertical travel limit	<input type="checkbox"/>
		Audible & Visual warn.	<input type="checkbox"/>
		Dimensions	<input type="checkbox"/>
		Speed	<input type="checkbox"/>
Internal stairs (AD K 1.1) P4			
Level landing	<input type="checkbox"/>	Nosing projection	<input type="checkbox"/>
Step going	<input type="checkbox"/>	Door swing	<input type="checkbox"/>
Door swing	<input type="checkbox"/>	Riser not open	<input type="checkbox"/>
Handrail	<input type="checkbox"/>	No single steps	<input type="checkbox"/>
Nosing apparent	<input type="checkbox"/>	Step rise	<input type="checkbox"/>
		Landing length	<input type="checkbox"/>
		Riser not open	<input type="checkbox"/>
		Flight width	<input type="checkbox"/>
		Number of risers	<input type="checkbox"/>
Internal ramps (AD K 2.1) P18			
Handrails	<input type="checkbox"/>	Visual contrast	<input type="checkbox"/>
Kerb	<input type="checkbox"/>	Flight length/rise	<input type="checkbox"/>
Width	<input type="checkbox"/>	Landings	<input type="checkbox"/>
		Gradient	<input type="checkbox"/>
		Steps	<input type="checkbox"/>
		Slip resistant	<input type="checkbox"/>
Handrails to internal steps, stairs and Internal ramps (AD K 1.34) P14			
Vertical height	<input type="checkbox"/>	Second rail	<input type="checkbox"/>
Continuous	<input type="checkbox"/>	Profile	<input type="checkbox"/>
Length It protrudes	<input type="checkbox"/>	Visual contrast	<input type="checkbox"/>
Slip resistance	<input type="checkbox"/>	Support clearance	<input type="checkbox"/>
		Termination detail	<input type="checkbox"/>
		Nosing extension	<input type="checkbox"/>
		Handrail wall clearance	<input type="checkbox"/>
13) Internal spaces and facilities (wet areas, staff room, kitchenettes, specialist teaching areas)			
Audience and spectator facilities (AD M vol2 4.5) P38			
Approach route	<input type="checkbox"/>	Space provision	<input type="checkbox"/>
Assistance dog space	<input type="checkbox"/>	Level of provision	<input type="checkbox"/>
Provision in pairs	<input type="checkbox"/>	Accessible podium	<input type="checkbox"/>
Hearing enhancement	<input type="checkbox"/>	Level surface	<input type="checkbox"/>
		Handrails to steps	<input type="checkbox"/>
		Detachable arms	<input type="checkbox"/>
		Range of locations	<input type="checkbox"/>
Refreshment facilities (AD M vol2 4.13) P40			
Access to all areas	<input type="checkbox"/>	Height and clearance	<input type="checkbox"/>
Knee Space	<input type="checkbox"/>	Tap	<input type="checkbox"/>
		Surface height	<input type="checkbox"/>
		Self / table service	<input type="checkbox"/>
14) Switches, sockets and controls			
Switches, outlets and controls (AD M vol2 4.25) P43			
Socket heights	<input type="checkbox"/>	Pull cord switches	<input type="checkbox"/>
Light switch design	<input type="checkbox"/>	Location	<input type="checkbox"/>
		Switch heights	<input type="checkbox"/>
		Visual contrast	<input type="checkbox"/>
15) Aids to communication			
Aids to communications (AD M vol2 4.31) P45			
Visual & audio	<input type="checkbox"/>	Enhancement system	<input type="checkbox"/>
Lighting	<input type="checkbox"/>	Signage	<input type="checkbox"/>

16) Sanitary accommodation (general and accessible)					
Sanitary accommodation generally (AD M vol2 5.3) P47					
Tap handle design	<input type="checkbox"/>	Heat emitters	<input type="checkbox"/>	Door handles	<input type="checkbox"/>
Visual contrast	<input type="checkbox"/>	Door bolts/locks	<input type="checkbox"/>	Assistance alarms	<input type="checkbox"/>
Emergency access	<input type="checkbox"/>	Lighting controls	<input type="checkbox"/>	Emergency egress	<input type="checkbox"/>
Flush control	<input type="checkbox"/>				
Provision of toilet accommodation (AD M vol2 5.5) P48					
Larger WC needed	<input type="checkbox"/>	Ambulant disabled	<input type="checkbox"/>	Accessible WC	<input type="checkbox"/>
Enlarged cubicle	<input type="checkbox"/>				
Wheelchair accessible unisex toilets (AD M vol2 5.8) P48					
Location	<input type="checkbox"/>	Multi-storey location	<input type="checkbox"/>	Handed layouts	<input type="checkbox"/>
Door opening direction	<input type="checkbox"/>	Dimensions	<input type="checkbox"/>	Travel distances	<input type="checkbox"/>
Approach	<input type="checkbox"/>	Position of fittings	<input type="checkbox"/>	Alarm provision	<input type="checkbox"/>
Flush handle position	<input type="checkbox"/>	Heat emitters	<input type="checkbox"/>		
Toilets in separate sex washrooms (AD M vol2 5.11) P51					
Door swing	<input type="checkbox"/>	Enlarged compartments	<input type="checkbox"/>	Dimensions	<input type="checkbox"/>
WC Pan height	<input type="checkbox"/>	Wheelchair access	<input type="checkbox"/>		
Wheelchair accessible changing and shower facilities (AD M vol2 5.15) P52					
Choice of layouts	<input type="checkbox"/>	Limb storage	<input type="checkbox"/>	Dimensions	<input type="checkbox"/>
Location of fittings	<input type="checkbox"/>	Subdivisions	<input type="checkbox"/>	Flooring	<input type="checkbox"/>
Mixed provision	<input type="checkbox"/>	Rail & seats	<input type="checkbox"/>	Alarms	<input type="checkbox"/>
Shower curtain	<input type="checkbox"/>	Shelf	<input type="checkbox"/>	Control positions	<input type="checkbox"/>
Wheelchair accessible bathrooms (AD M vol2 5.19) P56					
Dimensions	<input type="checkbox"/>	Flooring	<input type="checkbox"/>	Fittings & fixtures	<input type="checkbox"/>
Transfer seat	<input type="checkbox"/>	Layout choice	<input type="checkbox"/>	Entrance doors	<input type="checkbox"/>
Alarms	<input type="checkbox"/>				
Changing places/Hygiene rooms (BS8300) (AD M vol2 revision 2020 5.6 & 5.7) P48 & Access Team guidance					
Minimum size	<input type="checkbox"/>	Visual contrast	<input type="checkbox"/>	Changing bed	<input type="checkbox"/>
Outward opening door	<input type="checkbox"/>	Peninsular layout	<input type="checkbox"/>	1000mm door	<input type="checkbox"/>
Two basins	<input type="checkbox"/>	Hoist	<input type="checkbox"/>		
17) Means of escape for disabled people					
Refuge areas	<input type="checkbox"/>	Evac lifts	<input type="checkbox"/>	Evac chairs	<input type="checkbox"/>
Audio/visual alarms	<input type="checkbox"/>	Staff training	<input type="checkbox"/>	Management procedure	<input type="checkbox"/>