



GA Solicitors' Access Statement 2016

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GA Solicitors welcomes people with disabilities to its Plymouth city centre office.

This access statement addresses some common issues that disabled people face and highlights related facilities within the building. This statement takes into consideration visitors with an impairment, which could include: mobility, sight, hearing, learning disabilities or any hidden impairment.

GA Solicitors aims to ensure that all employees, clients and visitors who enter the office are treated equally and according to their needs.

If you would like to speak to a member of the team to discuss access prior to your arrival, please call the main reception on 01752 203500 or email enquiries@GAsolicitors.com.

Please note, our services can be delivered in almost all cases by appointments with clients at their home or other convenient address.

Car Parking:

Pay and display car parking is available immediately outside the office entrance. Additional parking is available in the Theatre Royal multi-storey car park, approximately 100 metres away, which has a number of dedicated disabled spaces.

Main entrance and reception:

There is a ramp leading from the pavement up to the automatic glass sliding doors. This is 112cm wide ensuring clear access for wheelchairs and mobility scooters.



This brings visitors directly into the main reception area.

The reception desk is 93cm high. The receptionist will greet visitors in front of the desk. Any registration forms can be completed whilst sitting. Clipboards are available.



Any forms can be provided with larger text if required.

A range of seating is available. The floor is predominantly carpeted, with wooden laminate flooring laid under key seating areas.

A receptionist will be on hand to help at all times (within standard office opening hours).

Lighting is bright at all times.

Client meeting rooms:

All client meeting rooms are located on the ground floor, adjacent to reception, and have level access. Width is sufficient so as to be easily accessible by mobility appliances.

Lighting is bright at all times.

Chairs in all client meeting rooms have arm rests.

**Public WCs:**

An accessible toilet is available on each floor (ground, first and fourth) which is fitted with grab rails and an alarm. Flooring in all toilet areas has a non-slip finish.

Assistance dogs:

A recognised assistance dog is one which has been specifically trained to assist a disabled person and which has been qualified by one of the charitable organisations registered as members of Assistance Dogs UK.

Any type of guide or assistance dog is welcome.

Evacuation procedure:

There is a carefully set evacuation procedure in place. The alarm sound is a continual siren. Should the alarm sound, all clients will be directed by staff members to the designated meeting point. All client areas are located on the ground floor with level access to the outside area.

An emergency wheelchair and an evacuation chair are available if required. Fire marshalls are trained in its use.