

## **Welcome to thestudio Manchester...**

We are located on level 3 of The Hive Building, 51 Lever Street. The building has 3 entrances however our main entrance is at number 51. You should enter the building by the front doors, pushing the door which will be buzzed open by security based on the ground floor. Please make your way to level 3 where the Studio reception is located.

### **Pick up and drop off points**

Please note that Lever Street is a very busy street, and there are double yellow lines outside the front of the building. If you require dropping off or collecting when visiting the Studio, pull up on the double yellow lines with hazards on to allow you to be dropped off or collected, no parking is permitted.

If you are attending an event and require further information about parking arrangements please see our website

### **Stairs and lifts**

There are stairs to all floors of the building. Stairs have a handrail at each side, but landings have no handrails. Stairs are located through the door opposite to the lifts.

There are:

- 18 steps between each floor and the one above/below, separated by one landing.

Lifts are available to access all areas of the building visitors may need to reach. All lifts have spoken destination information.

### **Accessing level 3**

Access into our domain is between 2-3 meters from where you reach the floor. To access the floor, pull the door towards you and enter the floor.

On level 3 there is a reception desk straight in front of you, where staff will guide you to the correct room.

Distances between rooms and floors are minimal however there are areas where delegates can stop and rest if required in our shared areas Revive and Play.

### **Wheelchairs**

The building is fully accessible to people using wheelchairs

### **Toilets**

There are accessible toilets on the 3<sup>rd</sup> floor of Studio.

### **Assistance dogs**

Assistance dogs are permitted within the studio floors. Water bowls can be obtained from any member of staff.

### **Hearing loops**

Hearing loops are not installed in Studio. Delegates and guests to the studio should contact their event organiser to discuss their requirements.

### **Sensory issues**

Lighting

Within Studio Manchester there is a mix of natural light and light from fluorescent tube and office style lighting. There are lots of windows in the building, particularly in the meeting rooms. Light levels vary, but there are some very bright lights on the floors.

## Sounds

The Studio floors can be busy and noisy, especially if there is a large event or lots of meetings on. Noise levels will depend on what exhibitions or events are being held.

If there's an emergency when you're at Studio such as a fire alert, you will hear an alarm which is a very loud tone sound. You may also hear other sounds during your visit. These include:

- hand-driers in the toilets
- trolleys (which may be carrying glasses or crockery)
- background music in the shared spaces
- noise from coffee machines

## Smells

You might smell food and drink in various locations around the studio.

## **Emergency evacuation**

In the event of an emergency situation the building will be evacuated. If there is a fire alert, you will hear an alarm which has a very loud tone .

Visitors are asked to follow the evacuation signs and the instructions of Studio staff. Visitors with limited mobility should wait in designated refuge areas until assistance has arrived. Studio staff will assist visitors in leaving the building during an emergency.