

# **Access Statement for Judges' Lodgings Museum, Lancaster. 2019-2020**

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This access statement does not contain personal opinions as to our suitability for those with access needs, but aims to accurately describe the facilities and services that we offer all our visitors.



## Introduction

1. The Judges' Lodgings is a 5 minute walk outside of Lancaster City Centre in the Heritage Quarter.
2. The museum is situated on the ring road around Lancaster, at the bottom of the slope leading up to Lancaster Castle.
3. The Judges' Lodgings is an accredited member of the Visitor Attraction Quality Assurance Scheme.
4. Due to the Grade 1 listed building status the Judges' Lodgings has limited wheel chair access to the ground floor – it is suggested that visitors with mobility problems ring the museum before their visit to ask about access both inside and outside the building.  
A hearing induction loop is fitted in the museum shop/reception.  
Large print Interpretation file is available on request.  
Staff are on duty throughout the museum to answer questions or provide assistance.

**We look forward to welcoming you. If you have any queries or require any assistance please phone 01524 581241 or email [judgeslodgings@lancashire.gov.uk](mailto:judgeslodgings@lancashire.gov.uk)**

## Pre-Arrival

- Lancaster railway station is a 5 minute walk from the Judges' Lodgings Museum.
- A to B Lancaster Taxi's – 01524 60000.

1. Lancaster bus station is a 5-10 minute walk from the Judges' Lodgings Museum.

The Judges' Lodgings is situated in a quiet area off the main road. The road area outside of the museum is cobbled but there is a smooth paved section across the cobbles leading from the main pavement to the paved area running across the front and up the left hand side of the museum.

2. There is a main pavement running up either side of the cobbled area outside the museum and a small pavement running across the front of the museum which leads to the entrance steps.

The access to the side door is paved leading up from the front pavement, although the slope is quite steep.

3. Large print guides are available on request.

## Car Parking and Arrival

1. Parking facilities are available at a number of local car parks. Pay and Display on Dallas Road which is a 5 minute walk from the museum or Park Safe, Mitre House car park accessed off China Street onto St. George's Quay. The pedestrian exit opens onto the cobbled area outside of the museum. Pay on return to your vehicle. There are pay & display short and long stay parking bays in front of Lancaster Castle (situated behind Judges' Lodgings)
2. Blue badge holders should check the Lancaster City Council website or ring Lancaster City Council for details of areas available for parking.
3. The road surface outside the museum is uneven cobbles with small areas paved to allow pedestrians to cross without tripping. The pavement is paved.





4. The area is lit by street lighting.
5. Visitors can be dropped off by car or mini bus directly outside the museum entrance. Large coaches can drop off in front of Lancaster Castle on Castle Hill which is a 2 minute walk from the Judges' Lodgings Museum. Most pavements around the Castle Hill area are low.
6. When the museum is open to the general public the main entrance is always open and visitors can walk straight into reception. An induction loop is fitted at museum reception.



7. There are 11 steps up from the pavement to the front gates then 5 more steps up into the museum. There is a hand rail up the front steps but no handrail up the 5 steps into the museum entrance.
8. The doors at the main entrance are inward opening wooden doors. They remain open during opening hours. The main entrance doors open to 1300mm wide.



9. There is no ramp access to the main entrance but there is sloped access up the left hand side of the building (standing facing the building) with one step into the museum side entrance. This allows wheelchair access to the ground floor only.

The side entrance door does not open to the full width of the door frame, therefore the widest access point through the side entrance is 840mm.



10. There are no level access entrances due to the museum being situated on a hill which slopes up either side of the building.
11. During the winter season the museum is closed to the general public - for pre-booked groups the front doors will be opened and the group will be met at the main entrance. During the winter season any unplanned visitors need to come to the side door (access via footpath up left hand side of building) and ring the bell.



## Main Entrance, Reception and Ticketing Area



1. The museum reception is situated on the ground floor of the museum to the left of the main entrance hall. There are a total of 16 steps into the main entrance from the pavement. Access can be gained through the side entrance via the sloped path on request.
2. The reception area is level flooring – as is the whole ground floor.
3. Limited seating is available in the Entrance Hall.
4. The entrance hall flooring is stone flags – the reception area is carpeted, medium pile carpet.
5. The entrance hall is lit by 2 large windows for natural light and 1 central light. The reception area is well lit by 2 large windows for natural light and 2 lighting tracks with moveable fittings
6. There is only 1 counter in reception which is about 3 feet high. There is no low level counter or desk area.
7. Visitors make enquires/pay the entrance fee/buy shop goods at the reception counter. The counter is open – not covered by glass.
8. Carers receive complimentary (free) admission.
9. A hearing loop system is situated at reception. Signs inform visitors of the induction loop.



10. Visitors could be offered the use of a pen and paper and magnifying glass at reception if required.

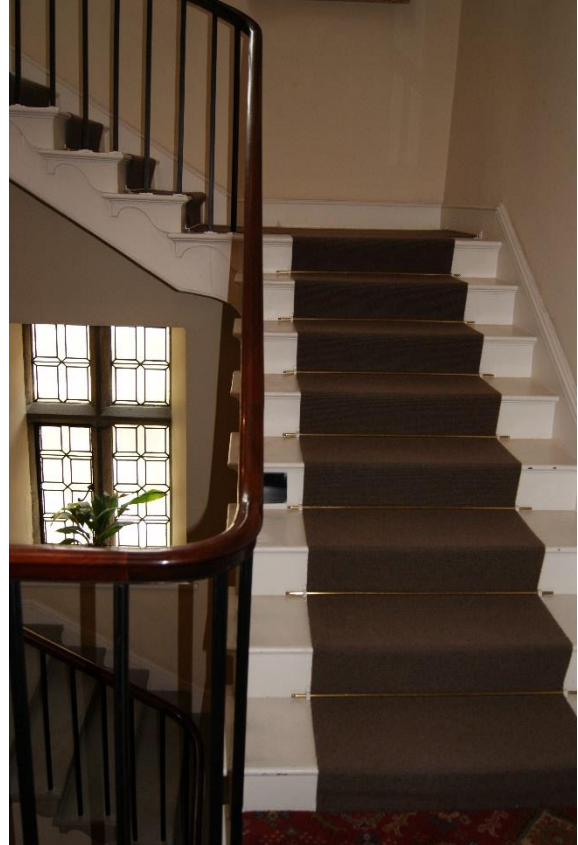
### Attraction (displays, exhibits, etc.)

1. The Judges' Lodgings Museum has Interpretation files in each room and a large print version is available on reception for visitors to read. Museum Assistants are on duty throughout the museum and are available to answer questions if required. Guided tours are available if pre-booked.
2. Text panels include text and images – the print is not large print.
3. A recording of the chamber barrel organ is played in 1 room on the ground floor and piano music is played in 1 room on the middle level.
4. There are no flashing lights in the museum.
5. Door widths vary throughout the museum - wheelchair/pushchair access is confined to the ground floor. All doors within the museum are kept open whilst visitors are in the building.
6. There is some limited seating on each floor for visitors to rest on. These chairs are labelled as such 'Please rest here' and Museum Assistants on each level can also direct visitors to chairs. More seating is available on request.



7. The age of the building means that the floor can sometimes be uneven with a mixture of floor surfaces.  
Ground Floor – floor surfaces are carpet (medium pile) and stone flag flooring.  
Middle floor – floor surfaces are carpet (short pile) and floor boards.  
Top floor – floor surfaces are carpet (short pile) and floor boards.

8. Most areas are lit by single ceiling lights or wall lights. Some cases have their own lighting. On the top floor lighting track is used with moveable fittings and in the main gallery lighting is fitted into the display cases that can be dimmed if required.
9. Staircases have handrails to assist ascent and descent. There are 23 steps between the ground floor and middle level and 21 steps between the middle floor and top floor.





## Public Toilets

- The public toilet is on the top floor with some baby change facilities.

Other toilets are available - 1 on the middle floor and 2 on the ground floor. These can be accessed on request as they are out of the public area.

- There is no accessible WC in the Judges' Lodgings Museum.



## Catering

### **1. Catering is only available for tour groups and is to be arranged in advance**

1. Refreshments for private groups are served in a separate room. It is level access with the rest of the ground floor area. This is on the ground floor – there is a small ramp/step into the room. Door width – 890mm.
2. The area used for private group refreshments is large enough to accommodate wheelchairs and pushchairs and the layout of tables can be altered if required. Door width – 1270mm
3. Seating – padded, chairs without arms. Wooden tables - clear height underneath the tables – 620mm.
4. The education room is well lit with overhead lighting and two large windows letting in natural daylight.
5. The education room is carpeted – short pile carpet.
6. The menu is limited to light refreshments – tea/coffee/fruit juice and a selection of biscuits.
7. Tour groups must order refreshments in advance of the visit and it will be served by a member of staff.
8. Dark and light crockery is available to contrast with either dark or light table coverings.
9. The nearest WCs are on the same floor (ground floor) just around the corridor. There is no accessible WC in the Judges' Lodgings Museum.

## Shop



1. The museum shop is located in reception. There are a total of 14 steps from the pavement outside into the museum main entrance. The side entrance is accessible up a sloped paved area to the left of the building on request. All of the ground floor is level once inside the building. There is no lift in the building.
2. The main entrance doors open to 1300mm wide. The side entrance door does not open to the full width of the door frame, therefore the widest access point through the side entrance is 840mm.
3. Internal doors into reception – width 1270mm.
4. The shop is situated in museum reception. It is level access with the rest of the ground floor area. The reception area is large enough to allow for pushchairs and wheelchairs.
5. There is only 1 counter in reception which is 920mm high. The counter is open – not covered by glass.
6. The display racks are set on the walls. There is one free standing book shelf and one welsh dresser. Reception staff can assist with getting any objects out of reach.
7. There is no background music.
8. An induction loop is fitted at museum reception with signage informing visitors.
9. Staff are happy to give assistance if required.

## Grounds and Gardens

1. Access to the courtyard is during set times – eg. For outside events or pre-booked groups. The courtyard is accessed directly from the ground floor of the museum and is a small, 20 foot square area.
2. The courtyard has a stone flagged slightly uneven surface. It is all on one level.
3. Wrought iron chairs and tables are provided for use. Extra seating and tables can be provided if required.



4. It is 16 steps to the top area of the garden from the courtyard. There is a hand rail to assist ascent and descent.
5. The garden has an uneven surface. The path is loose gravel and there is a central lawn area.
6. Alternative access is available via the doors opening onto Church Street which is sloped. These remain shut during opening hours but can be opened on request. Currently the surfaces are not wheelchair or pram friendly. Please ring site for more information or to make any prior arrangements. Access to the Church Street entrance is up a hill.



## Additional Information

1. In the event of an emergency staff on duty ensure that their duty area is clear. There are fire action notices at all break glass points. The emergency alarm sounds throughout the museum upon activation. Museum staff are trained for internal evacuation procedures.
2. Assistance dogs are welcome. A water bowl can be provided on request.
3. Signage used can differ throughout the museum. In house signage is white background with black text. Large font is used. Official signage, such as H&S notices are bought from official suppliers and meet UK regulation requirements.
4. Overnight accommodation - King Street, Lancaster, LA1 1RE Tel: 08719 846453. For access information ring 08719 846453 or check the website. Accessible rooms are available.

## Future Plans

Due to the Grade 1 listed nature of the building authorisation is difficult to attain for major changes but is under consideration for the future.

Smaller changes planned include – improving the website, designing posters & leaflets that are more accessible, providing a Welcome Gallery on the ground floor where users that cannot access the upper floors can find out more.

## Contact Information

### Provide the following contact details where available:

Address Judges' Lodgings Museum, Church Street, Lancaster, LA1 1YS  
(Inc postcode):

Telephone: 01524 581241

Email: [judgeslodgings@lancashire.gov.uk](mailto:judgeslodgings@lancashire.gov.uk)

Website: [www.lancashire.gov.uk/museums](http://www.lancashire.gov.uk/museums)

Grid  
Reference: SD 47477 61839

Hours 11am – 4pm Friday, Saturday, Sunday from March - November.  
Operation: Other hours may be available to groups during the week and out of season.

Local  
Accessible  
Taxi: 32090 Taxis – Telephone 01524 32090

Local Public Transport:	<p><b>Lancaster railway station</b>, Meeting House Lane, Lancaster, LA1 5NW. Accessible – taxis, public telephone &amp; ticket machines Disabled parking, ramp for train access, step free access coverage, impaired mobility set down, wheelchairs available. Waiting room, trolleys, refreshments, toilets (not accessible), payphone, postbox, news agent.</p> <p><b>Lancaster bus station</b>, Cable Street, Lancaster Taxi rank outside, toilets (not accessible), kiosk, pay phone &amp; Stagecoach Travel shop</p>
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