Wheelchair access to and within this building is not currently recommended without assistance and is limited to the ground floor.
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**Alternative Format**
If you require this document in an alternative format (e.g. large print) please contact the Estates and Buildings Department or email david.casey@ed.ac.uk, telephone 0131 650 2470 or write to:

**Estates and Buildings**
The University of Edinburgh
Design Group Office
11 Infirmary Street
Edinburgh
EH1 1NP
Wheelchair access to and within this building is not currently recommended without assistance and is limited to the ground floor.

**Personal Emergency Evacuation Plan**

**Note:**
A Personal Emergency Evacuation Plan (PEEP) is required for all staff and students unable to self-evacuate in an emergency. Provision for staff/students/visitors who are unable to self-evacuate is the responsibility of the organiser of the class/lecture/event/meeting. While the School is responsible for preparing this, staff and students requiring assistance should confirm the evacuation arrangements.
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**Table of Contents**

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction</td>
<td>4</td>
</tr>
<tr>
<td>Location</td>
<td>4</td>
</tr>
<tr>
<td>Map</td>
<td>5</td>
</tr>
<tr>
<td>Perspective View</td>
<td>6</td>
</tr>
<tr>
<td>Parking</td>
<td>7</td>
</tr>
<tr>
<td>Outside Access</td>
<td>8</td>
</tr>
<tr>
<td>Reception</td>
<td>10</td>
</tr>
<tr>
<td>Lift</td>
<td>10</td>
</tr>
<tr>
<td>Stairs</td>
<td>10</td>
</tr>
<tr>
<td>Toilets</td>
<td>10</td>
</tr>
<tr>
<td>Room Directory</td>
<td>11</td>
</tr>
<tr>
<td>Floor Plans</td>
<td>12</td>
</tr>
<tr>
<td>Opening Hours</td>
<td>15</td>
</tr>
<tr>
<td>Contact Information</td>
<td>15</td>
</tr>
<tr>
<td>Links</td>
<td>16</td>
</tr>
</tbody>
</table>
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Disabled Access Guide for 16 Buccleuch Place

Introduction

16 Buccleuch Place houses the Business School Undergraduate Resource Centre. Please note that 16 Buccleuch Place is a secure building which requires a university smartcard to access. Visitors are therefore advised to report to the main Business School reception which is located in 29 Buccleuch Place. A Guide to Access for the Business School is available from: http://www.ed.ac.uk/schools-departments/estates-buildings/buildings-information/disability.

Location

16 Buccleuch Place is located within what is referred to as the Central Campus of the University of Edinburgh which is well served by public transport. The building is within approximately one mile of the city centre and is within approximately three quarters of a mile of the main student residences at Pollock Halls.

The nearest railway line is at Waverley Station in the city centre.

The nearest bus stops are located on Buccleuch Street and Chapel Street in excess of 200 metres of 16 Buccleuch Place. Numerous bus services stop on these streets (see map on the following page). Details of timetables are available from Lothian Buses, from their offices within the city and online from: http://www.mybustracker.co.uk.

Persons arriving by vehicle can access Buccleuch Place via Buccleuch Street (see map on the following page).

Persons with mobility difficulties and wheelchair users are able to access the building at the main entrance which is located on Buccleuch Place (see map on the following page). Wheelchair access is possible using temporary ramps but is limited to the ground floor and is not recommended without assistance.
Wheelchair access to and within this building is not currently recommended without assistance and is limited to the ground floor.

16 Buccleuch Place Location Map

Key
- 16 BUCCLEUCH PLACE
- Business School
- George Square Theatre
- University Shuttle Bus Stop
- Public Transport Bus Stop
- Taxi Stance
- University Parking (Permit)
- Disabled Parking Bays
- Assisted Wheelchair Access Route
- Alternative Access Route (Steps, No Wheelchair Access)
- Main Entrance Access Point (Steps or Temporary Ramps)
- Vehicle Access Routes Local to 16 Buccleuch Place
Wheelchair access to and within this building is not currently recommended without assistance and is limited to the ground floor.

16 Buccleuch Place Perspective View

Key

- Vehicle Access Routes Local to 16 Buccleuch Place
- Disabled Parking Bays (Permit)
- Assisted Wheelchair Access Route

---

Alternative Access Route
(Steps, No Wheelchair Access)

Main Entrance Access Point
(Steps or Temporary Ramps)

(Google Earth, 2010)
Wheelchair access to and within this building is not currently recommended without assistance and is limited to the ground floor.

**Parking**

Within the Central Campus there are numerous parking spaces. Anyone wishing to park within a university bay must display a valid parking permit. This includes staff, students, visitors and contractors.

There are several university parking bays, including a disabled bay, located on Buccleuch Place to the rear of George Square Theatre (see location map). These bays are located approximately 100 metres from the main entrance, the bay surface comprises granite setts and there are no drop kerbs to the adjacent footpaths.

There is a university car park located to the rear of 16 Buccleuch Place off Meadow Lane (see location map). This car park is located approximately 60 metres from the main entrance and contains a disabled parking space which is identified by signage. However, please note that this car park is unsuitable for use by wheelchair users who intend to access 16 Buccleuch Place as the surface comprises stone chippings and pedestrian access from this car park to the main entrance is via a narrow footpath which incorporates three steps.

If you do not hold a valid permit and require use of a university bay, it is recommended that contact is made with Transport & Parking prior to your journey (see contact information page).
Wheelchair access to and within this building is not currently recommended without assistance and is limited to the ground floor.

There is ample City of Edinburgh Council ‘pay and display’ street parking located along Buccleuch Place. The street surface comprises granite setts and there are limited drop kerbs to the adjacent footpaths.

Outside Access

16 Buccleuch Place is only accessible via the main entrance which is located at the front of the building on Buccleuch Place. There is a disabled call point located at street level before the main entrance which can be used to gain assistance.
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A single step leads up to the main entrance. The entrance door is heavy, opens inwards and has a step at the base. There is a doorbell located before and to the left of the entrance door which can also be used to gain assistance, however, this is located beyond the aforementioned single step.

Wheelchair access is possible at the main entrance using temporary ramps which are stored within the entrance corridor of 15 Buccleuch Place and can be made available upon request.

If you require use of the temporary ramps, it is recommended that contact is made with either the servitors based at David Hume Tower or your host prior to arrival (see contact information page).
Wheelchair access to and within this building is not currently recommended without assistance and is limited to the ground floor.

**Reception**

There is no reception within 16 Buccleuch Place, although there is a reception located within the Business School at 29 Buccleuch Place which serves 16 Buccleuch Place. For information prior to your visit please contact this reception on: 0131 650 1572. A Guide to Access for the Business School is available from: [http://www.ed.ac.uk/schools-departments/estates-buildings/buildings-information/disability](http://www.ed.ac.uk/schools-departments/estates-buildings/buildings-information/disability).

**Lift**

There is no lift.

**Stairs**

All floors are accessible by stairs.

- All stairs have colour contrasting nosings and a handrail to one side.

- The stairs which provide access to the basement floor are not recommended for persons with mobility difficulties.

- The lighting level in the stairwells is good.

**Toilets**

There is no accessible toilet.

Standard male and female toilets are located on the basement and first floors (see floor plans).
Wheelchair access to and within this building is not currently recommended without assistance and is limited to the ground floor.

### Room Directory

<table>
<thead>
<tr>
<th>Floor</th>
<th>Rooms</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First Floor</strong></td>
<td>ENDS Carbon Room</td>
</tr>
<tr>
<td></td>
<td>Offices</td>
</tr>
<tr>
<td><strong>Ground Floor</strong></td>
<td>Presentation Room</td>
</tr>
<tr>
<td></td>
<td>Study Room A</td>
</tr>
<tr>
<td></td>
<td>Study Room B</td>
</tr>
<tr>
<td><strong>Basement Floor</strong></td>
<td>Computer Rooms</td>
</tr>
</tbody>
</table>
Wheelchair access to and within this building is not currently recommended without assistance and is limited to the ground floor.

Floor Plans

Key

- Standard Unisex Toilet
- Fire Exit

16 Buccleuch Place - Basement Floor Plan
Wheelchair access to and within this building is not currently recommended without assistance and is limited to the ground floor.

**Key**

1. Main Entrance Access Point (Steps or Temporary Ramps)
2. Fire Exit

16 Buccleuch Place - Ground Floor Plan
Wheelchair access to and within this building is not currently recommended without assistance and is limited to the ground floor.

**Key**

- Standard Unisex Toilet

16 Buccleuch Place - First Floor Plan
Wheelchair access to and within this building is not currently recommended without assistance and is limited to the ground floor.

**Opening Hours**

There is 24 hour swipe card access to the Business School Resource Centre for authorised university staff and students.

**Main Business School Reception (29 Buccleuch Place)**

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday</td>
<td>8:30am-5pm</td>
</tr>
<tr>
<td>Tuesday</td>
<td>8:30am-5pm</td>
</tr>
<tr>
<td>Wednesday</td>
<td>8:30am-5pm</td>
</tr>
<tr>
<td>Thursday</td>
<td>8:30am-5pm</td>
</tr>
<tr>
<td>Friday</td>
<td>8:30am-5pm</td>
</tr>
<tr>
<td>Saturday</td>
<td>Closed</td>
</tr>
<tr>
<td>Sunday</td>
<td>Closed</td>
</tr>
</tbody>
</table>

**Contact Information**

Business School:
School Office
0131 651 1572
business.school@ed.ac.uk

Business School:
Main Reception
0131 650 8074
Margaret.Couch@ed.ac.uk

David Hume Tower Servitors Office:
0131 650 8295

Transport & Parking:
0131 650 9101
transport@ed.ac.uk

University Switchboard:
0131 650 1000
Wheelchair access to and within this building is not currently recommended without assistance and is limited to the ground floor.

Links

- University Homepage
- Campus Maps
- Bookable Rooms Guides
- Student Disability Service
- Business School
- Transport & Parking
- City of Edinburgh Council Parking
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