### <u>A Guide to Accessibility at Autograph</u>

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### 1. Contact Information

If you would like to discuss your visit, or have any questions please contact us using the details below:

Email: <u>info@rivingtonplace.org</u> Phone Number: 020 7749 1240 Website: <u>http://www.autograph.org.uk/</u> Address: Rivington Place, London EC2A 3BA <u>Autograph on Google Maps</u>

### 2. Gallery opening times

Autograph's gallery in Hackney, London is open to the public.

Autograph is an accessible venue that welcomes people with all types of disabilities. Admission to all our exhibitions is free. You can expect a friendly and inclusive atmosphere.

Our opening times are as follows: Wednesday: 11am - 6pm Thursday: 11am - 9pm Friday: 11am - 6pm Saturday: 12:30am - 6pm

Closed: Sunday, Monday and Tuesday

### 3. Getting to Autograph

Autograph is in the Shoreditch area of Hackney, in East London.

Autograph Rivington Place London, EC2A 3BA <u>View on Google Maps</u>

To plan a journey using public transport in London, see the Transport for London website:

https://tfl.gov.uk/plan-a-journey/

#### Tube

- The nearest tube station is Old Street, however this is not a stepfree station.
- Autograph is 0.4 miles from this station, approximately an 8minute walk.

#### Train

- The nearest train station is Liverpool Street which provides stepfree access from mainline train platforms and Central, District, Circle and Metropolitan tube lines.
- Autograph is 0.6 miles from this station, approximately a 12minute walk.

### Overground

- The nearest overground station is Shoreditch High Street, which provides step free access from both platforms.
- Autograph is 0.4 miles from this station, approximately an 8minute walk.

#### Bus

The nearest bus stops to Autograph are:

#### Stop P Shoreditch Church

Buses – 26, 48, 67, 149

Stop S Shoreditch Church Buses – 26, 48, 55

Stop X Shoreditch Town Hall Buses – 35, 47, 55 243

Transport for London describes every London bus route as wheelchair accessible, with automatic ramps and designated wheelchair spaces on all buses.

#### Driving / drop off

If you are arriving by car, you can be dropped off and picked up outside Autograph on Rivington Place.

Some taxi firms will not drive down Rivington Street, please check when booking.

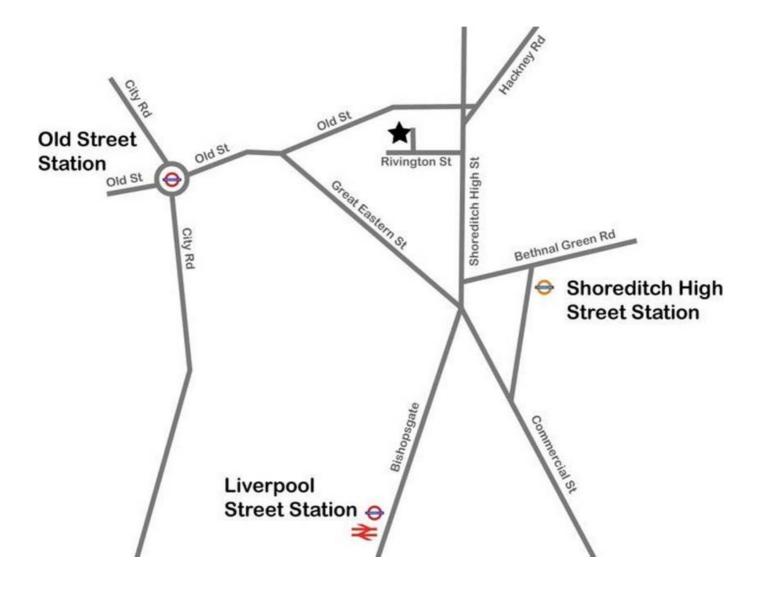
#### Parking

A dedicated disabled parking bay is available to use with advance notice, please contact us at **info@rivingtonplace.org** or call us on 020 7749 1240 to book this space.

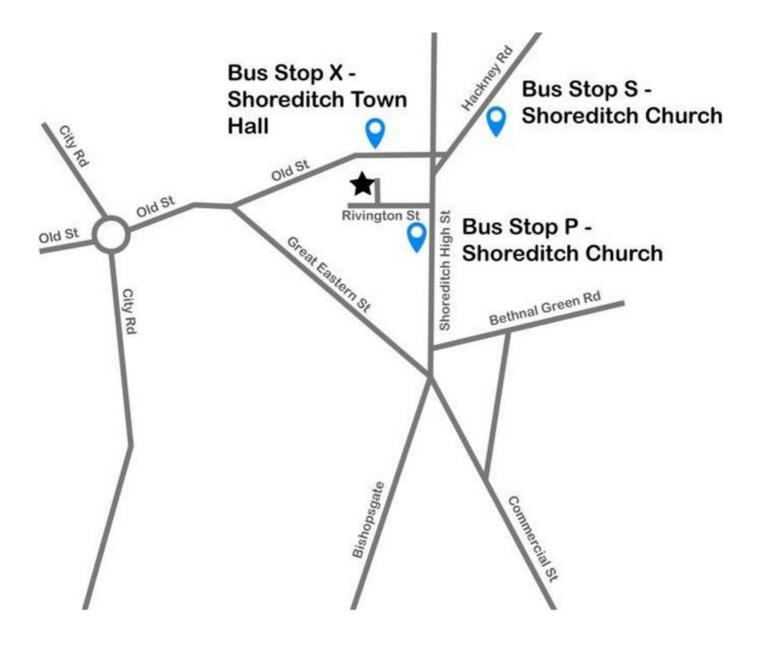
Autograph does not provide public parking. To find the nearest available parking and rates, we recommend using <u>justpark.com</u> and checking <u>Parkopedia</u> for local public car parks and rates.

#### 4. Maps

Transport stations near Autograph



#### Bus stops near Autograph



### 5. Our website

You can find information about Autograph's exhibitions, events and wider programme by visiting Autograph's website at <u>https://autograph.org.uk/</u>

Accessibility tools are provided on the top right-hand corner of the screen.

#### 6. Booking tickets

Entry to all our exhibitions is free. Visitors can book a free, timed ticket before their visit. Once you are in the building, feel free to take as long as you like to view the exhibitions.

Haven't booked a ticket before your visit? No problem! Walk-ups are welcome at the gallery, however during occasional busy times you may have to wait a short while before entering the gallery.

#### **Book tickets for our current exhibitions here**

If you'd like to support Autograph's work, there's an option to make a donation with your free ticket.

You don't need to print out your ticket, our Front of House team will have your name in our booking system.

Our friendly Front of House staff are available to provide support with booking tickets over the phone and by email. You can contact us at 020 7749 1240 or <u>info@rivingtonplace.org.uk</u>

### 7. What to expect during your visit

Everyone is welcome at Autograph. You can expect a friendly and inclusive atmosphere.

While each person has a different pace when looking at artworks, we recommend allowing 30-60 minutes for your visit.

<u>Visitor Assistants in the galleries:</u> Have a question about the art on display? Ask one of our friendly Visitor Assistants! They are in the galleries to help with any queries. They will be wearing a black t-shirt or fleece with Autograph written on it.

A member of staff is always located at the welcome desk on the ground floor.

<u>Social media and photography in the galleries:</u> Share your visit on your social channels. Feel free to take pictures in the exhibitions for social media and personal use, you can tag us at @autographabp. If you want to take photographs for commercial use, you'll need to get in touch with us first.

<u>Visiting with children:</u> We warmly welcome families and caregivers with buggies and prams. Our building is step-free, including the entrance. Baby change facilities are located on the ground floor.

<u>Shop:</u> Books are available to purchase at the reception desk and in our online shop. All sales support Autograph's arts and learning programmes.

<u>Support Autograph</u>: Did you know that we are a registered charity? Admission to Autograph's gallery is free, and we ask visitors to please consider donating to support our work. You can donate at the contactless tap points outside the galleries, and online.

### 8. Accessibility features at Autograph

Autograph is an accessible venue that welcomes people with all types of disabilities.

<u>Step-free access:</u> Our building has level entrances and step-free access to all areas.

Lift: A lift goes to all floors.

<u>Toilets:</u> Accessible, single-occupancy, unisex toilets are on all floors.

<u>Wheelchair access</u>: The entrance, and all areas of the building are wheelchair accessible.

<u>Seating:</u> Simple benches without backs or arms are in both galleries. If you would like a chair with arms, please ask a Visitor Assistant and they will get one for you.

<u>Disabled parking bays</u>: We have two disabled parking bays on-site, directly next to Autograph's building. To book one for your visit please email <u>info@rivingtonplace.org</u> or phone 020 7749 1240.

<u>Visual Stories</u>: If you would like a visual story before attending an exhibition or event, we are happy to create one for you. Get in touch at <u>learning@autograph-abp.co.uk</u>

Assistance dogs: Registered assistance dogs are welcome.

<u>Relaxed openings:</u> We offer a range of relaxed opening dates during the run of our exhibitions. These offer the opportunity to see our exhibitions in a more informal way, with space to take a break – for all visitors who prefer a quieter environment. To find out more, <u>check our</u> <u>events webpage</u>.

<u>Large print:</u> all the exhibition text on the walls in the galleries is a minimum size 16 point.

### 9. Getting around the building (image guide)

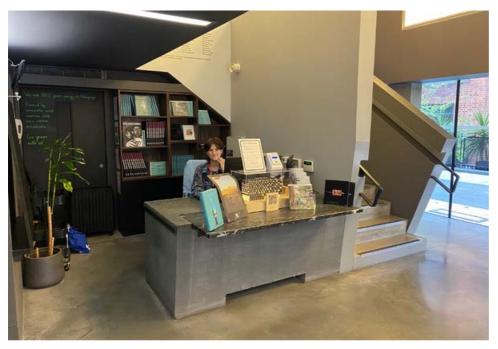
<u>Main entrance</u> – approaching from Rivington Street.



Main entrance – wide automatic door. The door is 200cm wide and 220cm high.



Main entrance – welcome desk.



When you enter the building, the welcome desk is located on your right. Our welcome desk is low and suitable for wheelchair users. There is always a member of staff at the desk, and they are happy to help with any questions that you may have.

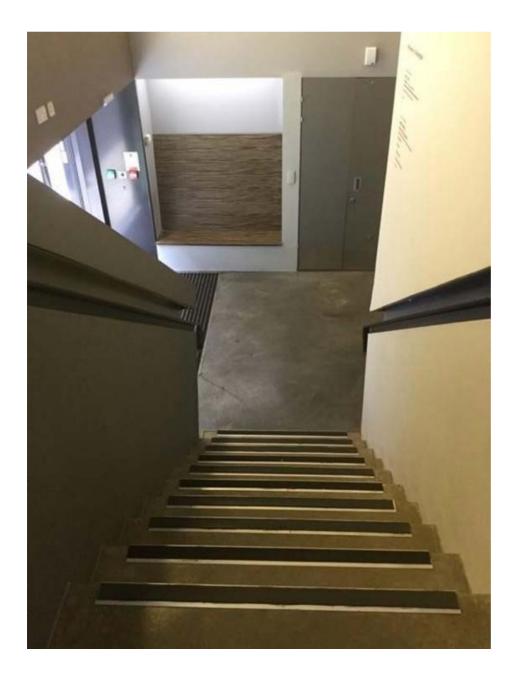
<u>Lifts</u> – there is a wheelchair accessible lift to all floors.



When you arrive at Autograph the lift will be located straight ahead of you.

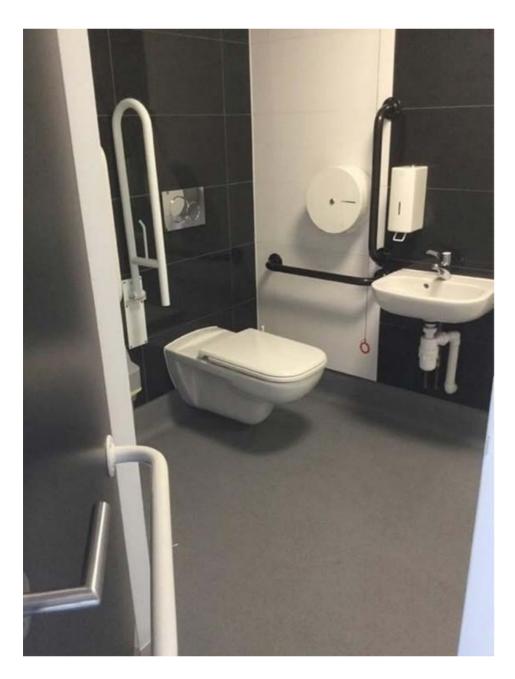
The lift is 90 cm wide, 200cm high and 136cm deep.

<u>Stairs</u> – There is staircase access to each floor with handrails provided.



<u>Toilets</u> – There are accessible, unisex toilets on all levels, with wide doors. Baby change facilities are provided on the ground floor.

The toilet rooms are 152cm x 221cm. The toilet door is 82cm wide and 206cm high.



These toilets have plenty of space for a chair to be parked alongside them. The toilet seat is 41cm high.

There are grab rails either side of the toilet and the room itself is very well lit. The wash basin is 72cm from the ground and the single tap has a tab that pulls towardsyou.

<u>Baby change facilities</u> – There are baby change facilities in the toilets which are located on the ground floor.



<u>Changing Places</u> – The nearest Changing Places toilet is at Barbican Centre, Beech Street Cinemas, EC2Y 8DS (5 minute travel by car).

A Changing Places facility is located within the Beech Street Cinema complex for the exclusive use of disabled people who need personal assistance to use the toilet. The facility includes a height adjustable bench, tracking hoist system, a centrally placed toilet, a height adjustable basin and a shower.

The Changing Places facility will be available from 10:00am - 20:45pm daily in line with their cafe opening hours. For more information please visit the **Barbican Cinema Website**.

For more information about Changing Places, visit their website.

#### **Galleries**

All our exhibition spaces are wheelchair accessible with step-free access. Gallery 1 is located on the ground floor and Gallery 2 is located on the second floor.

Simple benches without backs or arms are in both galleries. If you would like a chair with arms, please ask a Visitor Ambassador and they will get one for you.

<u>Gallery 1</u> – located on the ground floor.

The entrance to Gallery 1 is 148.5cm wide. The space itself is extremely open depending on the work that is being shown. Please talk to a member of staff to discuss the best possible route for you through each gallery.



<u>Gallery 2</u> – located on the second floor with lift and stair access.

The entrance to Gallery 2 is 92.5cm wide and accessible by both lift and stairs.



<u>Studio</u> – we have a studio on the ground floor that is used for lots of different events. The door itself is 131.5cm wide and 204cm high.



This is located on the ground floor. As you reach the lift if you turn right the door will be straight ahead.

Yard & dedicated parking bay – accessed through studio or gate.



### 10. Feedback

We welcome feedback about your visit as it helps us to improve services and demonstrate our impact to funders.

During your visit to our exhibitions or at the end of an event, a member of staff may ask you to fill out one of our surveys to provide feedback on your visit, this is optional and you do not have to participate.

You are also welcome to call or email us with any feedback on info@rivingtonplace.org / 020 7749 1240