

# ACCESS GUIDE

## FEATURING COVID-19 PROCEDURES



# ACCESS GUIDE

## INCLUDING COVID-19 PROCEDURES

Welcome to Northern Ballet's access guide. We hope that you find this information helpful and would welcome any feedback; including suggestions for any other information you think could be usefully included.

For a full virtual tour of our building including 360 degree view of our studios [please visit our website](#).

For more details about access and our facilities please call 0113 220 8000. Please note that due to the pandemic we are making use of the job retentions scheme and staff will be working reduced hours. If you are not able to speak to a member of staff on the phone, please email us at [info@northernballet.com](mailto:info@northernballet.com).

This Access Guide has been prepared to reflect our Covid Safe approach and was created on 1 October 2021. Please note that as Government Guidance changes, our Covid Safe approach may change. We will update this document as we receive new guidance.

**If you are in contact with a member of Northern Ballet staff who provides you with different Covid Safe information, please follow those guidelines as the information in this document may be out of date.**

# INTRODUCTION

Northern Ballet is located on Quarry Hill in central Leeds in the thriving cultural quarter. Local amenities such as the train station, bus station and shopping area of Briggate are accessible by foot or bus.

Due to Covid-19 Northern Ballet has put some control measures in place for your safety. Further Covid-19 guidelines will be listed below in the On Arrival sections.

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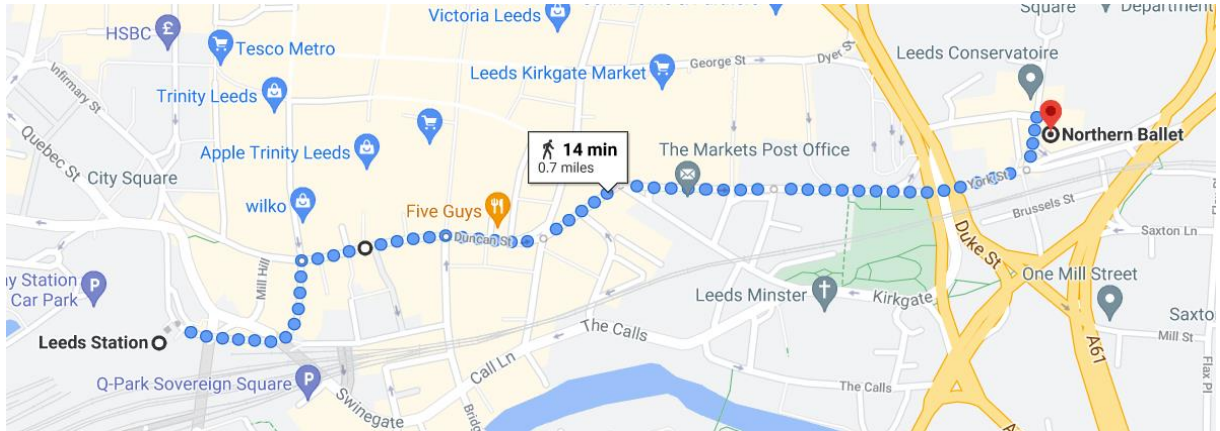
# GETTING HERE

## Getting Here by Train

Leeds Station is located in the city centre and is 0.7 miles away from Northern Ballet.

The map below shows the quickest pedestrian route which is fairly even with a slight decline and is well lit with streetlights and should take about 15 minutes, or 5 minutes to drive. There are numerous roads to cross, both with and without pelican crossings.

If you are reading this on a computer, you can see a [more detailed version of this map here](#).



## Getting Here by Bus

The Central Bus and Coach station is opposite the Leeds Playhouse and is 0.1 miles from Northern Ballet. The route from the bus station to Northern Ballet is level and firm, with three pelican-controlled roads to cross. It is lit with streetlights.

There is a bus interchange outside the New Station Street entrance. The Citybus stops here en-route to the bus station (which is close to Northern Ballet), you can find more information about the [routes and timetable of the Citybus here](#). All Leeds First buses have a dedicated area for wheelchair users; other passengers are required to volunteer the space for wheelchair users. There are also regular buses from Boar Lane near the train station to York Street near Northern Ballet.

You can find more information about the bus services in Leeds on the [West Yorkshire Metro website](#).

If you are reading this on a computer, you can see a [detailed version of the route on a map](#).

If you are traveling on public transport, please ensure you follow all relevant Covid 19 guidelines.

# GETTING HERE (continued)

## Getting Here by Car

Please note that there are ongoing building works in Quarry Hill, this may mean that access to Northern Ballet by car is limited at certain times. Please check this website before planning your travel: [one.network/custom/leeds/](https://one.network/custom/leeds/)

Northern Ballet is easily reached from the major road networks via the M621, **the postcode for your satnav is LS2 7PA**. Please note, the route to Northern Ballet via St Peter's Square is now a one way system.

## Parking

Northern Ballet does not have a public car park, we have two disabled bays available for Blue Badge holders however we cannot reserve these spots and are therefore offered on a first come first served basis.

Additional parking can be found in Leeds Playhouse's car park, close to Northern Ballet. You can find more information about the parking they have available [on their website](#).

Additional car parking is available nearby: [NCP The Markets Car Park](#) (open 6.00 am – 11.00pm), Templar Street & Edward Street Car Park (open 24hrs) and [Victoria Leeds Multi Storey Car Park](#) (John Lewis Car Park, open 24hrs)

## NCP Car Park

There is a secure NCP multi-storey car park on York Street next to the bus station (LS2 7EA) which is open Monday – Sunday from 06:00 – 23:00 with 646 spaces and 20 disabled parking bays. You can find more information about [NCP's disabled parking bays here](#).

The max height allowance is 2.08m, and the car park has lighting and lifts.

Northern Ballet has a discounted daily parking rate at this car park (up to 24 hours) of £8.50. To qualify for the discount, park as normal and then collect a discount card from the Northern Ballet reception. When you're ready to pay for your parking insert your original ticket in the NCP machine, when the machine prompts you for payment, insert the discount card and this will bring the amount down to £8.50, and then make your payment.

You can download the NCP ParkPass app for your phone (available on Android or IOS) from their website. [www.ncp.co.uk/parking-solutions/ncpparkpass/](https://www.ncp.co.uk/parking-solutions/ncpparkpass/)  
(prices correct as of October 2020)

# RECEPTION

The Reception desk is on the right as you enter the building with the café and toilets on the left. There are flat tiles throughout the foyer which is well lit with natural light from the front of the building. At the Reception desk, there is a low counter measuring 750mm / 29.5 inches high. There will be a transparent screen in front of the Reception desk to help protect our staff and visitors.



Our Reception desk, with a transparent screen to protect staff. The chairs and tables in front of the desk are there to help you keep a social distance.

When you arrive, our welcoming Reception staff will be able to direct you around the building. There is a transparent screen in front of the Reception desk to help protect our staff and visitors. Our Reception staff will be wearing face coverings. Here you can ask for help and directions, and pick up headsets for the hearing loop or ear defenders. The Reception Desk is also our Box Office, where you can collect tickets for performances at the Stanley & Audrey Burton Theatre. There are visual and braille signs around the building and within the lift. Signage in these spaces is clear to read with a white background and coloured font.

# MAIN FOYER



The main foyer is the heart of the building and contains the lift and stair access to all other floors, the Reception desk and Box Office. Guide dogs are welcome, but due to Covid-19 safety procedures, we cannot offer you a bowl of water so please bring these for your dog.

As part of our Covid-19 safety procedures we are not allowing staff or visitors to use the foyer space as a waiting area, unfortunately the sofas and seats cannot be used.

On some days, the foyer space may be busy with Northern Ballet Company dancers. Your arrival into the building will be managed to ensure you visit at the quietest time possible.

# ARRIVING AT NORTHERN BALLET

For performances at the Stanley & Audrey Burton Theatre

## On Arrival (Covid-19 Guidelines)

During the Covid-19 pandemic we are following all appropriate Government guidance to ensure the Northern Ballet building is Covid Safe for staff and visitors.

We ask that you do not travel to Northern Ballet if you have any [symptoms of Covid-19](#).



The accessible entrance to the building is through the first door on your left as you look at the building. This is a power assisted door which opens outwards and the button to open the door is on the right-hand side. The door width is 1040mm/41 inches. There is an intercom on the left-hand side from which a Receptionist or Facilities Assistant can be called for assistance.

You can find a full list of our Covid-19 Safety Information for the Stanley & Audrey Burton Theatre [on our website](#). We ask that you book tickets online where possible, but you can call the Box Office on 0113 220 8008 to book as well.

Please wear a face mask (unless exempt) at all times during your visit to the theatre, including in the auditorium. All performances at the Stanley & Audrey Burton Theatre are being sold at full capacity, so there will be no social distancing in place inside the auditorium. Some of our performances will be relaxed, you can find a full list of our upcoming [Relaxed Performances here](#).

# PERFORMANCES AT THE STANLEY & AUDREY BURTON THEATRE

The Stanley & Audrey Burton Theatre is on the ground floor, accessed from the main foyer through a single door 930mm / 36.5 inches wide. The auditorium is a raked bleacher seating bank with shallow steps and handrails up either side. Wheelchair spaces can be booked in the front row on the level access auditorium floor, just ask our reception team when booking tickets.



These are the raked bleacher seats inside the auditorium.

The floor in the auditorium is carpeted with easily negotiable short pile carpet. Before and after performances and in the intervals, the access routes are clearly lit, and the doors are secured open. During the performances, stewards are seated to either side of the auditorium and can help you exit with the use of torches.

The Stanley & Audrey Burton Theatre is fitted with a hearing loop; headsets and necklaces are available from the Box Office in the main foyer or personal hearing aids should be turned to the T position. Ear defenders are also available on request from the Box Office.

There is space available to store a mobility chair or wheelchair during performances at the theatre. Please let a steward know and they will store mobility chairs or wheelchairs at the back of the auditorium.

The theatre offers a mix of family friendly, dance and theatre performances. There are concession prices available for disabled people, with no charge for a companion ticket. You can book your tickets online at [theatreleeds.com](http://theatreleeds.com). You'll be able to pick your own seats from the plan and we'll send you an e-ticket straight away to confirm your booking. You can call 0113 220 8008 and our Box Office team will be happy to take your booking.



# PERFORMANCES AT THE STANLEY & AUDREY BURTON THEATRE (continued)

We are a family friendly venue with these family friendly facilities:

- Baby changing facilities
- Pram storage area
- Level access to the theatre
- We have a number of booster seats available, however, please feel free to bring along your own if you have one
- Ear defenders are available
- Special family lunch packages for selected family performances
- Chill out space and accessible changing room for our [relaxed performances](#).

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You will be asked to wait outside the front of the building until your allotted time to enter. Please ensure you are wearing a face covering (unless you are exempt) when you enter the building. You will be greeted at the door by a member of Northern Ballet staff who will confirm that you have completed the Health Screening questions that you will have been sent in advance.

At the door, your temperature will be taken by the staff member. If your temperature is 37.8° Celsius or above you will be asked to wait in a designated space near the entrance. You will be given 15 minutes to cool off before having your temperature taken again. Should you register a temperature of 37.8° Celsius or above again, you will be asked to leave the building and re-arrange your visit for another day.

# ARRIVING AT NORTHERN BALLET



This is where you will be stopped to have your temperature taken



This is the device we will take your temperature with

If your temperature is under 37.8° Celsius you will be asked to proceed into the Ground Floor toilets to wash your hands, following guidance to wash them for 20 seconds (the amount of time it takes to sing Happy Birthday twice). Once you have washed your hands a member of staff will direct you where to go.

There is a one-way system in place for moving around the building, please follow the signs for this. When moving around the building a face covering must be worn by all those except those who are exempt. Interior doors will be held open to reduce the number of touch points in the building.

# ARRIVING AT NORTHERN BALLET

Please adhere to social distancing when in Northern Ballet's building. Antibacterial hand gel dispensers are provided throughout the building, please use them before proceeding further into the building.

Please follow any further guidelines you are given by the member of staff who has booked your visit to the building as this will be specific to the activity you are taking part in.

**Due to the ongoing situation with COVID-19, classes will be running at a reduced capacity in line with government guidelines and children's classes will be available to current students only.**

# ACCESSIBLE DANCE

Northern Ballet holds a range of courses including In Motion, a unique programme for self-propelling wheelchair users aged 8+ years to adult, and the Ability dance course which is specifically designed for adults with mild to moderate learning disabilities. For more information visit [northernballet.com/accessible-performances](https://northernballet.com/accessible-performances).

There is also a range of open dance classes for everyone to enjoy. For more information visit the [Academy of Northern Ballet's](https://www.academyofnorthernballet.com) website.

While visiting Northern Ballet at Quarry Hill, you can also ask for information about our ballets which tour throughout the UK and often include audio described performances.

Due to the ongoing Covid-19 pandemic, we are not currently able to run all our dance classes and courses, please look on our website for up-to-date information.

## NORTHERN BALLET CAFÉ BAR

Our café is currently closed due to Covid-19 and as such is covered by a temporary wall. It will be open for performances at the Stanley & Audrey Burton Theatre and you will be able to take refreshments into the auditorium. The café bar is in the main foyer on the ground floor. The area is bright, airy and well-lit with fluorescent lighting.

A level tiled floor and wide gangway allow easy access to the service area – it can become busy when children are waiting for classes to begin. Orders are taken from the service counter which is 1100mm / 43.25 inches high. Staff are happy to take your order from the table if required.

**Please note the following information about furniture may not be relevant during your visit, depending on what Covid-19 restrictions are in place at the time.**

There are six round wooden tables each set with 4 wooden and chrome chairs. The tables have 735mm / 29 inches of clear access underneath. There is also a long high bar with 1100mm / 43.25 inches of clear access underneath and 8 high stools. This can be busy before performances in the Stanley & Audrey Burton Theatre. There is also an area to the front of the reception that has soft low furniture available to both café customers and general visitors.

Food and drink are supplied by Catering Yorkshire. Their menu can be found on the wall to the left of the service area, and the drinks menu is located behind the service area; both are printed with large and medium lettering. Staff are happy to read the menu if required. There is a range of hot, cold and dietary options - further dietary options and a full list of allergy related products can be made available upon request. [You can see a sample menu here](#). The café is self-service and hot meals are ordered and brought to your table.

Crockery is white porcelain with metal cutlery; these can be changed upon request to wooden cutlery and paper plates. Babies' bottles can be heated, and highchairs are available on request. Breast feeding is welcome throughout the foyer and café bar. If you prefer to breast feed in a quiet space, please speak to the Receptionist.

# TOILETS

There are toilets and accessible toilets on every floor of the building. All toilets are fully stocked with anti-bacterial soap and are checked frequently for stock levels throughout the day.

## **Ground Floor Toilet**

On the ground floor, there is an accessible toilet which has baby changing facilities. It is unisex and doesn't require a code or radar key to use.

It has level entry through a 930mm / 36.5-inch-wide door, a clear 1m space for a wheelchair on the right and the seat is 460mm / 18 inches high. There are 2 fixed vertical handrails either side of the wash basin, 1 fixed vertical handrail to the right of the toilet and 1 movable horizontal handrail to the right of the toilet. If assistance is required there is a red pull cord on the left-hand side of the WC which activates an alarm and a flashing light outside the WC. It is very well lit with fluorescent ceiling light, floored in non-slip lino with extended lever taps on the sink.

## **First Floor Toilet**

Clearance to the left of the WC with 2 fixed vertical rails on right hand side of WC, one fixed and one movable horizontal rail at left side of WC and a fixed vertical rail either side of the wash basin.

## **Second Floor Toilet**

Clearance is to the left of the WC with 2 fixed vertical handrails either side of the wash basin, 1 fixed vertical handrail to the left of the WC and 1 movable horizontal handrail to the left of the WC.

## **Third Floor Toilet**

Clearance is to the left of the WC with 2 fixed vertical handrails either side of the wash basin, 1 fixed vertical handrail to the left of the WC and 1 movable horizontal handrail to the left of the WC.

## **Fourth Floor Toilet**

Clearance to the left of the WC with 2 fixed vertical rails on right hand side of toilet, one fixed and one movable horizontal rail at left side of WC and a fixed vertical rail either side of the wash basin.

## **Fifth Floor Toilet**

Clearance is to the left of the WC with 2 fixed vertical handrails either side of the wash basin, 1 fixed vertical handrail to the left of the WC and 1 movable horizontal handrail to the left of the WC.

**All the accessible facilities have level entry, non-slip lino, wide doors, low seats and red emergency cords next to the toilet.**

# STUDIOS & CONFERENCE SPACES

There are seven dance studios and various conference spaces and meeting rooms available for hire throughout the building. All can be accessed via lift or stairs. Our flexible event rooms can be tailored to your needs so please just ask our team when you book your event and they will be happy to help with any requests.

The studios are all harlequin dance floor sealed from wall to wall. Many studios have permanent bench seating along one wall and moveable wooden stools. During conferences and non-dance events, the floors are tiled over with short-pile carpet.



An example of a studio at Northern Ballet

## ADDITIONAL INFORMATION

Assistance and guide dogs are very welcome in Northern Ballet's building. Please bring water and a bowl for your guide dog as we cannot provide these during the Covid-19 pandemic. In the case of an emergency evacuation, all Front of House staff have been trained to deal with and assist customers in leaving the building.

There is a large print sheet with information on the building's facilities available on request. If you have specific needs that you would like to discuss, please contact the Reception team on 0113 220 8000 or email [info@northernballet.com](mailto:info@northernballet.com).

Members of our Reception, Front of House and Facilities staff have received basic Makaton communication training and Disability Awareness and Equality training.

# LOCAL ACCOMMODATION

Accessible accommodation is available near Northern Ballet and the Stanley & Audrey Burton Theatre. Below are some suggestions; however, these are not endorsed by Northern Ballet.

**Park Plaza** - Boar Lane, City Square, Leeds, Yorkshire LS1 5NS

This hotel has a wheelchair accessible public entrance, lobby and public restrooms and accessible rooms, with wet rooms (two on each floor), which may include the following accessible features:

- Amenities within accessible range to reach
- Audio, visual and sensory emergency warning devices and emergency cords
- Controls operable without grasping or twisting
- Grab bars alongside toilet and by bathtub
- Wider guest room and bathroom doorways

Please contact the hotel on 0844 415 6720 to confirm if an accessible room will meet your needs or if you have additional questions.

**Jurys Inn** - Brewery Wharf, Brewery Place, Leeds LS10 1NE

This hotel has accessible toilets in public areas, lifts to all floors and a number of accessible wheelchair friendly rooms which include:

- Lowered beds for easy transfer from a wheelchair to the bed
- Wide doorways
- Sufficient floor space to manoeuvre
- Fully accessible bathrooms, including either roll-in shower or bath with additional handrails, lower sink, grab rails and pull cords

Please call Jurys Inn on 0113 283 8800 to discuss your requirements and to check availability of accessible wheelchair friendly rooms, or [read their access statement](#).

There are also accessible rooms available at the following local hotels:

**Quebecs Hotel** - 9 Quebec Street, Leeds, West Yorkshire LS1 2HA / 0113 244 8989

**Hilton Leeds City** - Neville Street, Leeds, West Yorkshire LS1 4BX / 0113 241 1000

**42 The Calls** - 42 The Calls, Leeds, West Yorkshire LS2 7EW / 0113 244 0099

# LOCAL SERVICES FOR DISABLED PEOPLE

There are a number of services available for disabled people in Leeds City Centre. DIAL Leeds (Disability Information and Advice Line) provides a short-term manual wheelchair hire service and can also supply RADAR keys (for accessible toilets).

For more information, DIAL Leeds can be contacted on 0113 378 2992 or by visiting [www.dial-leeds.org.uk](http://www.dial-leeds.org.uk)

You can find out more about accessible arts in Leeds by [clicking here](#).



# NORTHERN BALLET ON TOUR

Northern Ballet perform across the UK bringing world-class ballet and live orchestral music to a wide range of audiences.

We offer various opportunities for you to take a step closer to the Company and find out more about our productions during your visit to the theatre. Talks and demonstrations give an insight into life of a touring ballet company, offer the chance to see the dancers in training and reveal some of the secrets behind creating a production. And for those with energy or desire to dance, our movement workshops offer you the chance to have a go, learn some new steps and get creative, whatever your ability. Find out more at [northernballet.com/join-in/at-the-theatre](http://northernballet.com/join-in/at-the-theatre).

We offer [Audio Described performances](#) of many productions on tour, enabling people with a visual impairment to enjoy our shows. A free accompanying Touch Tour Insight Workshop gives patrons a greater understanding of the production.

Information about our productions is available on our website, including scenarios and character lists. Large print cast sheets are available on request following performances. Please email [info@northernballet.com](mailto:info@northernballet.com) or call 0113 220 8000 to request a copy.

The theatres that we visit on tour have a range of facilities to meet your requirements. To find out more, discuss, specific needs and make a booking, please contact the relevant theatre box office.

## FUTURE PLANS & NOTES

Northern Ballet is committed to ensuring that our building, facilities and events are as accessible as possible.

We are continuously in the process of updating our website to ensure that information is as clear and easy to access as possible for everyone.

If you have any questions or feedback on our building or this guide, please let us know by contacting [info@northernballet.com](mailto:info@northernballet.com).

All the information in the guide is correct as of October 2021.

Photos by Google Maps, Karl Andre, Philippa Ranger, Heather Newstead and Martin Smith

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