



ATTENBOROUGH
ARTS CENTRE

Attenborough Arts Centre: Your visit to us

Attenborough Arts Centre is a very welcoming arts centre – open to everyone. We have a theatre space, art gallery, café bar and workshop and art studio spaces.

Come and enjoy a theatre or dance show, listen to music, see some art, take part in our workshops and courses or just have a cup of tea in the Arts Bar café. Have a look at our 'What's on' and 'Creative Learning' guides to find out what's on right now.

The guides are available in:

- audio description on the website and a CD on request
- Large print
- braille on request

You can also find out what's on by visiting our website – www.attenborougharts.com

We look forward to welcoming you. If you have any queries or need any assistance please get in touch!



0116 252 2455



arts-centre@le.ac.uk



Text relay service- 18001 0116 252 2455



AttenboroughAC

The University of Leicester's Attenborough Arts Centre prides itself on being accessible and inclusive. We want everyone to feel welcome and get involved in what we do. We are a pioneering arts centre designed to include everyone. With over 18 years of experience, our programme offers courses and workshops, contemporary art, performance and live art, theatre and comedy, live music and jazz, dance, activities for children and families, and more. We are proud to champion emerging talent and disability-led performance companies, supporting those starting their careers. Our outstanding access and inclusive work has been recognised, through multiple awards and grants from Arts Council England, BBC Children in Need, Leicester Shire Promotions and Visit England. Our audience has grown to 57,000 people over the last year.

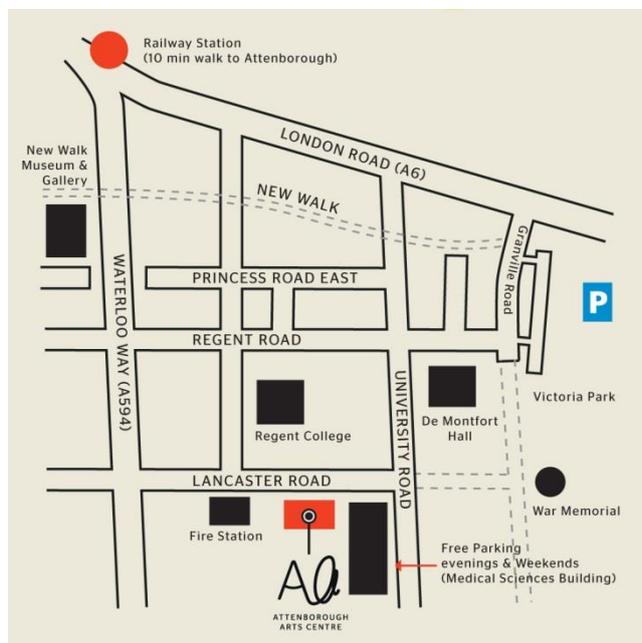
This autumn we will open a brand new gallery, dedicated to the exhibition of contemporary British and international art. Doubling the size of our existing building, the new £1.5 million capital project will make Attenborough Arts Centre the largest contemporary art gallery in Leicester and one of the largest in the East Midlands area. The new gallery has been funded by Arts Council England, University of Leicester and over 1,000 public donations.

Attenborough Arts Centre's work is inspired by Richard Attenborough, a world leading filmmaker, actor and lifelong patron of the arts. Richard Attenborough was an inspirational talent and pioneering thinker, our founding patron and a hands-on man who helped establishing our arts centre. Handing the patronage to his son Michael, we continue to follow Richard's vision and continue his legacy striving to include everyone in great art, culture and learning.

Your visit to us



Getting to us



Transport information

Attenborough Arts Centre, Lancaster road, Leicester, LE1 7HA

We are close to the town centre, (15 minutes' walk) New Walk Museum (5 minutes' walk) Leicester University and Victoria Park (both 5 minutes' walk). We are on Lancaster road, just a little way up the hill from the fire station, opposite regent college and the new Medical building.



Train

The nearest train station is Leicester – which is approximately 1 mile from the building (about 10 minutes' walk) and has a taxi rank just outside.



Bus

There are 5 buses that stop on University Road, (just around the corner) these are the 47, 47a, 48, 48a, 80 and 80a. There is then a 2 minute walk downhill to the centre.



Taxi

Accessible taxis are available from Swift Fox cabs. They can be contacted on 0116 262 8222. Front of House staff would be happy to book a taxi for you.



Parking

Attenborough Arts is lucky enough to have 4 Blue badge spaces just a few metres from the door. Please book these in advance as they are very busy. Please contact our box office on 0116 252 2455 to do this. The car park has a tarmac surface, no height restriction, and is open air. The car park slopes down slightly towards the building and there is no kerb between the car park and the entrance. There is also a loading and drop off point just outside the main entrance which you are welcome to use to drop off people or things.

Free parking is available in the University's adjoining Medical Sciences building car park after 6pm on weekdays, and all day on weekends. There is additional parking in pay and display bays on Lancaster road, on University Road and in Victoria Park car park located on Granville Road, 5-10 minutes' walk away. All day parking is just £4 here. Please note that during the gallery build and on completion there will be limited parking available in both car parks – please phone in advance to check availability.

Prayer room

Prayer Rooms at the University of Leicester are located in the Charles Wilson Building in between the Main and Mezzanine floors. You can access the rooms and ablution facilities by taking the staircase to the left of the main entrance of the Charles Wilson Building, as you enter from the front of the building.

Facility	Yes / No / Location
Cloakroom	No
Accessible toilets	Yes, ground floor and first floor. No RADAR key required
Baby changing facilities	Yes, accessible toilet on ground floor
Baby food warming	Yes, please ask at the café
Prayer room	Yes, Charles Wilson building, 5 minutes walk from AAC
Blue badge Parking	4 spaces directly in front of the building
Public parking	No, spaces are available on street nearby, or at Victoria car park on Granville street
Staff with BSL training	Yes, 1 at Front of house, 1 in staff office
Mobility scooters allowed?	Yes
Guide dogs and support dogs allowed	Yes
Photos allowed?	Personal and education use only – not allowed during performances
Hearing loop	Yes
Café	Yes – open 10am -7pm weekdays. Weekends and late evenings for performances
Shop	Yes. Past Front of house on the ground floor.
Water fountain / cooler	Yes
Childrens' area / activities	Yes – parental supervision required.
Concession rates for performances and courses	Yes, please check our guides or the website
Guides available in audio format, and braille and large print	Yes – please ask at Front of house.
First aiders	Yes – at box office, in the office and campus security. Weekends vary.
Accessible changing bed and hoist	Yes. We are part of the changing places scheme. Hoist battery is at Front of house and is used entirely at your own risk.
Accessible shower and wash facilities	Yes. We are part of the changing places scheme.
Safeguarding Officer	Yes. Jeremy Webster is our safeguarding officer – he works in the first floor staff office.
Lost persons	Yes. Please come to Front of house.
Fire safety plan	Yes. This is regularly updated, staff have training and evacuations are practised twice yearly. Alarms are tested at 10.30am on Fridays.
Lift.	Yes. The lift weight limit is 1000kg or 13 persons. The lift is not a fire lift and should not be used in case of a fire. The lift in the new gallery can be used in case of fire.

Wheelchair accessible space	Yes. All our spaces, classes and performances are wheelchair accessible, and the best possible spaces are always provided in each case. Please speak to Front of house if you have any questions.
Accessible sinks	Yes. All our studios and toilets have accessible sinks.
Fire exits	All clearly marked, and there is a ramp from the first floor to ground level to allow wheelchair users to evacuate the building in case of a fire.



Inside the centre

The main entrance is slightly below street level down a gentle slope, with handrail leading to the main doors.

The main entrance is an automatic door, level access, with a mat floor surface. Just inside the main entrance on the right is the reception or Front of House area. This has both a higher and a lowered counter area for wheelchair users, and is open with no partition. Natural lighting is good, and there are 4 LED lights above the reception desk. Entrance is free to the centre, café, gallery spaces and some events too. All our staff are happy to assist you in any way you need during your visit - please ask at reception – we'll be happy to help.

Deaf or hard of hearing customers

Our Main hall, Front of house and all of our studios have a hearing loop fitted. We have 2 members of staff with level 1 BSL, and some staff have a working knowledge of other languages so please do ask and we may be able to help. Staff receive training in deaf awareness, visual impairment awareness and equality and diversity. If you have any questions before your arrival please do call us on 0116 252 2455 and we will be pleased to help you. We have a text relay service on 18001 0116 252 2455 and you can also email arts-centre@le.ac.uk with any queries.

Support animals

Guide dogs and other support dogs are welcome in the building. Scooters are also permitted. Photography is allowed in the building for personal and educational use, but please do not take photos during shows or performances unless you have permission. There is a hearing loop system in most areas within the building. We have a wheelchair (self-propelling) available to borrow – please ask at reception.

We do not have a cloakroom.



Attenborough Café

The café is called the 'Attenborough cafe' and is on the ground floor, just inside the front door on the left. There is level access and the floor is level throughout in dark grey tiles. It is lit with fluorescent lighting which changes colour on a timer with a slow fade transition. This can be paused or switched off if required – please just ask at reception.

Food and drinks should be ordered at the counter, and can be served to the table if you would like (please just ask) The Arts Bar café offers a range of coffee, teas and soft drinks, freshly-made paninis, sandwiches, jacket potatoes, soup, salads, light snacks, fruit, cakes and confectionery, as well as alcoholic drinks.

Tables can be booked in advance. Straws can be provided and the café are more than happy to warm milk or baby food on request. Four high chairs are available and there is always space for at least four wheelchair users. Breastfeeding is welcome here.

There are 7 round tables which seat 4 people each, a comfortable sofa with a low table and 4 surfaces to eat on surrounding the supporting pillars. No tables or chairs are fixed, some chairs have armrests, some do not. The crockery is white to provide contrast with the tables.

Background music is played in the cafe at a moderate level, but this can be switched off. Please do ask. If you have any specific dietary needs please do tell the café staff and they will be happy to help you. The lights in the café are coloured LEDs that

slowly fade from colour to colour. This can be set to one colour, or turned off entirely if you wish. Please just ask at Front of house.

Our courses and events



We offer concession rates for our creative learning courses and workshops, and our theatre and music shows. We offer concessions to: More information can be found on our website – www.attenborougharts.com and in our ‘creative learning’ and ‘what’s on’ guides. You can pick these guides up from Front of house and other locations across the city and beyond! Both these guides are available in audio format, and braille and large print can be requested. All of our courses and shows are also on our website.

Free activities

There is always something to do in our ‘imagination station’ (children’s area). At our low, brightly coloured table we have free creative activities, books to read in a mixture of text, braille and large print, and pens and pencils for drawing and doodling. The children’s’ area changes regularly to fit with our productions and festivals – so there’s always something new to do, just drop in! Please note: the imagination station is unsupervised – so please bring an adult with you!

Feedback

If you have a compliment or complaint please do tell a member of staff by going to box office, or speaking to the member of staff leading your session. We’ll take your issue seriously and pass it on to someone who will respond to you within 5 working days. We’re always trying to be better so please do tell us what you think we need to do to achieve this!

Share your Trip Advisor review!

We would love to hear your feedback on your experience of our building, including the Performance and Creative Learning programme, Education programme, Gallery and Attenborough Cafe. [Leave your review here](#)

Online and social media

Attenborough Arts centre has is on lots of different social media sites! Come and find us, follow us, tweet us, # or @ us and get in touch!



@attenboroughac



AttenboroughArts

Your safety

Safeguarding – our designated safeguarding officer is Jeremy Webster, our Deputy Director. He can be contacted at jw555@le.ac.uk, or please do ask to speak to him at reception.

First aid – Our main first aider is Daisy Edwards, and we have 3 first aid at work trained members of staff. We have first aid kits at box office, the first floor office, studio 3 and studio 4. Please ask at Front of House if you require first aid.

Fire alarm test – our fire alarms are tested on Fridays at 10.30am. We have practise evacuations twice a year to ensure everyone knows what to do in case of an emergency. The evacuation meeting point is in the car park of the MSB building, next door to our building up the hill.

We have full fire alarm drills at least once a year.

Risk assessment – we have risk assessed all our spaces and we risk assess all our activities at Attenborough Arts centre as necessary. If you need to risk assess your activities here we can help you, but you will need to perform the risk assessment yourself as we don't know what you are intending to do in our spaces!

Lost persons- lost persons should come to our Front of house – where our friendly staff will be able to help you.

Shop

We have a small shop area near to reception. This consists of yellow wood and glass display cases containing art materials, craft items and jewellery, and cards and small art pieces. There are also some higher shelves around the corner. These are not all accessible to wheelchair users as some of the shelves are quite high. Staff are always pleased to help you, so if you wish to see anything, or access any of the work please do ask at reception.

Ground floor facilities

We have baby changing facilities downstairs in our first ground floor disabled toilet. We have 2 disabled toilets on the ground floor, (plus a third in the shower room) and two on the first floor. All floors have level access to the toilets. All toilets are fitted with an emergency cord and flashing light which front of house monitor throughout the day. Our disabled toilets are not locked with a key, and are unisex. The toilets do

not have hand dryers, we have towel dispensers instead. There are fixed vertical and hinged horizontal grab rails to the left and right of the toilet. The fire alarm includes an audible and visible element which can be heard and seen from within the stand alone accessible toilets. All cubicles are well lit using fluorescent bulbs. All sinks include taps which have adapted levers for hot and cold water.

Our fully accessible adult changing facility has a shower room and an additional toilet fitted with a hoist with a safe working load of 200 kg. It also houses a changing bed and modesty screen. The hoist battery pack is charged at Front of house, please ask for it there before using the facility. This facility is part of the 'Changing places' scheme. Information on our changing place can be found here:

<http://changingplaces.uktoiletmap.org/toilet/view/214>

Use of hoist and bed are at your own risk, please ensure that you have the right training and experience before using it. Please leave it as you find it.

The main space on the ground floor is the Diana, Princess of Wales Hall, our theatre space. The area of this space is 10.7m wide x 10.8m deep. The room reduces in size at a height of 2.5m to approximately 6m, the lighting grid is 4.9 m from the floor. The reduction in size of the room effectively gives a performance space of 6m wide by 5m deep. Seating arrangements are subject to individual event requirements and as such capacities may vary. As a guide, Theatre style can seat up to 100, and Cabaret (tables and chairs) seats around 64. Shows that need to use our Dance Floor usually have an audience of 50/60. We have two large moveable raked seating units that seat between 26/32, and rows of seats that can be arranged flexibly on the flat. The theatre has a PA system, and a full rig and lighting desk. It also has a projector and drop down screen that can be used for presentations or films. The Hall also has an induction loop. Consisting of an Ampetronic ILD122 Induction Loop Amplifier with a feed from the main out of the PA system.

Getting to the first floor

There is a lift between the ground and the first floor. The lift is not a fire lift, and does not have braille on the buttons, but does have raised tactile numbers and signs to assist those with visual impairments. There is a handrail all the way around the lift walls. The lift controls are in reach of the majority of wheelchair users, and the lift has a mirrored wall to aid with reversing. There is both a visual display and audible floor announcement, and the emergency telephone in the lift connects through to campus security. The lift weight limit is 1000kg or 13 persons.

There are 18 stairs separated by a landing, to the first floor. The stairs have handrails on both sides, and the edges are marked with high visibility material.

First floor facilities

There are three studio spaces on the first floor accessed from a shared corridor. All have separate doors each one is 1200mm width for wheelchair users.

Studio 1 is a dance studio with a sprung wooden floor, it has mirrored walls on one side, (these have dark curtains that can cover them if needed) and a fixed projector and screen. Studio 1 has a door access to the balcony, and fire evacuation can take this route (along the balcony, into studio 4 and then out along the ramp to the ground floor) if needed. Capacity for this room (seated) is around 40.

Studios 3 and 4 are both art rooms with vinyl floors, and have accessible sinks and taps. Studio 3 is the smaller of the two rooms with a capacity of 20. Studio 4 is larger

with a capacity of approx.30 depending on need. Studio 4 also houses our Kiln, as well as easels, tables, chairs and large storage cupboards.

All rooms have induction loops and a mix of fluorescent and natural daylight.

Along the shared corridor is our Balcony Gallery space. Work is hung to be as accessible as possible to all visitors. Exhibition information and comments books are accessible to wheelchair users, and are in simple language.

There are 2 unisex disabled toilets on the first floor – with the same specifications as those on the ground floor.

The fire exits from the first floor are at the end of the corridor, and lead out to a ramp down to the street that is wheelchair accessible, allowing complete evacuation from the building. The fire assembly point is in the car park next door and this is also wheelchair accessible.

Fire exits are all large accessible doors, and are well marked with illuminated signs.

The Gallery



The Gallery extension is accessed through the main door at Front of house. The main entrance door is 1400mm wide, and is held open by a mag-lock that releases in case of a fire. The door opens into the foyer area, which contains the entrance to the lift, the stairs down to the lower galleries, and the entrance to gallery 3, the upstairs gallery. The foyer has a vinyl floor covering and is lit with a mixture of LED, fluorescent tube and natural lighting.

The entrance to Gallery 3 is 1400mm wide and is not automatic, but is held open during opening hours. Gallery 3 is a large well lit space with a sprung wooden floor. The far wall is made entirely of toughened glass, and overlooks Gallery 1 on the lower floor, so that the exhibitions below can be looked down upon. Gallery 3 is lit with a mixture of LED, fluorescent tube and natural lighting from Gallery 1. The Gallery has a hearing loop system.

The lift in the Foyer can be used in case of a fire, and the green symbol that shows this is on the lower ground floor. The stairs that lead down to the lower ground floor have handrails on both sides, and the edges are marked with high visibility material.

On the lower ground floor, at the bottom of the stairs there is a small foyer. Leading from this there are 2 Galleries, Gallery 1 and Gallery 2, the external door into the sculpture courtyard and the lower lift entrance. The lower ground floor is flat and level throughout.

Gallery 1 is a large space with a polished concrete floor. The entrance door is 1400mm wide and is not automatic. It is a double height space, and is lit with a mixture of LED, fluorescent tube and natural lighting – with small windows at the top of the high walls. However, lighting and other elements of the space change depending on each exhibition. We often build moveable walls and other structures in this space, but we always ensure accessibility. Please do get in touch if you would like to know more about how Gallery 1 will be set up at the time of your visit, or if you need any other information. The Gallery has a hearing loop system.

Gallery 2 is a smaller space, and the entrance door is 1400mm wide and is not automatic. It relies entirely on LED, fluorescent tube and other lighting, having no access to natural lighting (no windows). This space is often used for installation or film work. It has a polished concrete floor, and the set-up of this space, again, will vary depending on exhibition. The Gallery has a hearing loop system.

The sculpture courtyard is a paved outdoor area, with a curved low wall that can double as a seating area. Entrance is through a heavy fire door, and you may require assistance to open it. Invigilators are always on hand to assist you. This area is lit by LED spotlights in the darker evenings.

The galleries change dramatically with each exhibition. Exhibitions may contain strange lighting, sound or even tactile effects. These may be geared towards producing a physical or emotional reaction which some people may find difficult. We always display warnings if this is the case. Please do get in touch with us about the current exhibition if you have any concerns or queries.

We have various types of guides and print to help you access the exhibitions. We provide audio guides, braille guides and can provide large print on request. We usually provide a childrens' guide or child-focussed activities to go with the exhibitions. 'Sensory suitcases' are also available at Front of house. These are a wonderful enhancement to your visit, and allow you to get closer to the artworks and explore them more fully without touching. Suitcases change with each exhibition, but each suitcase contains specially picked objects to help give you a more tactile tour of the artworks. They contain objects like samples of materials used, sensory play toys, tools used to make artworks, samples of colours and textures used in the artworks and objects and information to help you to access the artworks better.

We have feedback forms and bookmarks available – please do leave us a comment or some feedback about your visitor experience.

Please note, there are no toilets or changing facilities in the Gallery extension.