

NSCD Access Guide

Visual Story

This document will give you an overview of what to expect when you visit NSCD.

It covers:

- › Getting to NSCD
- › Entrance
- › Lifts
- › Toilets
- › Cafe
- › Studios
- › Riley Theatre
- › Other rooms at NSCD

If you have any questions about your visit that are not answered in this document, please contact info@nscd.ac.uk and we will get back to you as soon as possible.

Getting to NSCD

The address is:

98 Chapeltown Road

Leeds

LS9 4BH

The venue is easily accessible by different forms of transport.



Train

If you take a train to Leeds Train Station, NSCD is a 40 minute walk, 15 minute bus or a 10 minute taxi ride.

Bus

Take bus number 2, 3, 3a or 48 from Leeds City Centre towards Chapeltown; either stand V4 on Vicar Lane (opposite Kirkgate Market) or from stand N2 on New Briggate (opposite the Grand Theatre). The bus takes approximately 10 minutes, and the bus stop is located on Chapeltown Road opposite NSCD, alongside the Norma Hutchinson park.



See **WYMetro** for more information or download the **FirstBus** app.

Cycle

It takes about 15mins by bicycle. There are cycle paths on some sections including across the Sheepscar Interchange.

If you are a cyclist, there are bike stands to the left of the NSCD entrance.



Car

NSCD has its own small car park which you can use, including a space for blue badge holders. If the car park is full, there is free parking on Louis Street.



Enter LS7 4BH into your Sat Nav or follow directions on our website: nscd.ac.uk/getting-here

On Foot

It takes about 35-40 minutes to walk from Leeds train station. There are several routes through the centre of town to Sheepscar Interchange.

Please see our website for more information: nscd.ac.uk/getting-here

Entrance

As you look at NSCD, the main entrance is on the right, through glass doors (not up the steps). The first doors you meet will open automatically.



Main entrance



Inside doors



Keypad

Once inside, there is another set of glass doors with a keypad, intercom and camera on your right. Press bell to alert reception who will let you in.

Foyer/Reception

Once inside, reception is located up 9 steps in the foyer. There is a lift to the left.



At the top of the stairs there is a large desk on your right. Please sign it at reception, which is on the left of the desk.

Lifts

There are 4 different lifts at NSCD.

Entrance to foyer



Entrance level



Foyer level

- If the lift is not at your floor, press & hold the arrow down (or up) button until the lift arrives.
- Open the door.
- Enter the lift.
- Close the door – the lift will not work if the door is open.
- Press and hold the number 2 button.
- The lift will move up.
- When the lift arrives, open the door.
- Exit the lift.
- Close the door behind you so it can be used by others

This is an open lift; you can see everyone around you at all times.

This lift can also take you down to basement level.

Foyer to café



Foyer level



First floor level



- If the lift is not at your floor, press the arrow down button until the lift arrives.
- Open the door.
- Enter the lift.
- Close the door – the lift will not work if the door is open.
- Press the arrow up button.
- The lift will move up.
- Open the door.
- Exit the lift.
- Close the door behind you so it can be used by others.

This is an open lift; you can see everyone around you at all times.

Ground floor to 1st floor



Foyer level



1st floor level



Control panel

- Both doors (ground floor & first floor) must be closed.
- Press & hold the arrow up button to bring the lift to the ground floor if it is not there already. When the light on the button flashes, it is on its way.
- You will hear 3 chimes & the light on the button will stop flashing when the lift has arrived.
- Open the door.
- If the door doesn't open, re-press & hold the arrow up/down button.
- Enter the lift.
- Close the door – the lift will not work if the door is open.
- Press & hold the 1 button until the lift reaches your destination.
 - If you let go of the button, the lift will stop.
 - If you press the grey bar behind the control panel, the lift will stop.
 - If you press the red emergency stop button, the lift will stop (no alarm will sound).
 - To restart the lift after pressing the emergency stop, twist the red button to the right.
 - Do not lean on the sides of the lift.
- Open the door.
- Exit the lift.
- Close the door.
- If the door doesn't open, press the 1 button.
 - If you are inside the lift and the lift stops working, press and hold the yellow bell button. A loud alarm will sound which will alert NSCD staff to you.
 - The phone in the lift is not connected and should not be used.

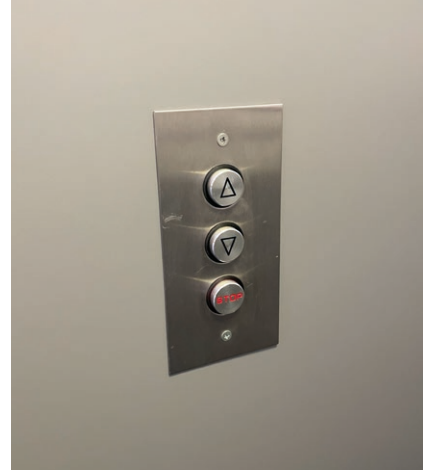
Backstage to Ground floor



Backstage



Ground floor



Control panel

Wheelchair access is from the stage right wing.

- Exit through the upstage double doors.
- Turn right down a white corridor – there is a slight downwards slope & a low ceiling.
- Follow the corridor round to the left.
- The lift is straight ahead of you.

We advise that wheelchair users do not access this area by themselves.

The lift controls are the same as the lift from the entrance to the foyer, and from the foyer to the café.

To use the lift:

- If the lift is not at your floor, press & hold the arrow down button until the lift arrives
- Open the door
- Enter the lift.
- Close the door – the lift will not work if the door is open.
- Press the arrow up button once.
- The lift will move up.
- Open the door.
 - When the lift reaches the ground floor, there is a low ceiling.
- Exit the lift.
- Close the door.

Once exiting the lift on the ground floor, travel forwards with the lockers on your right.

- If you turn slightly right through a doorway, on your left you will see a doorway into studio 2 – this is the most accessible entrance into this studio.



- If you turn left through a doorway, you will find accessible toilets and showers. (Do not enter studio 2 this way).

Toilets/Changing space

There are several toilets & changing spaces at NSCD

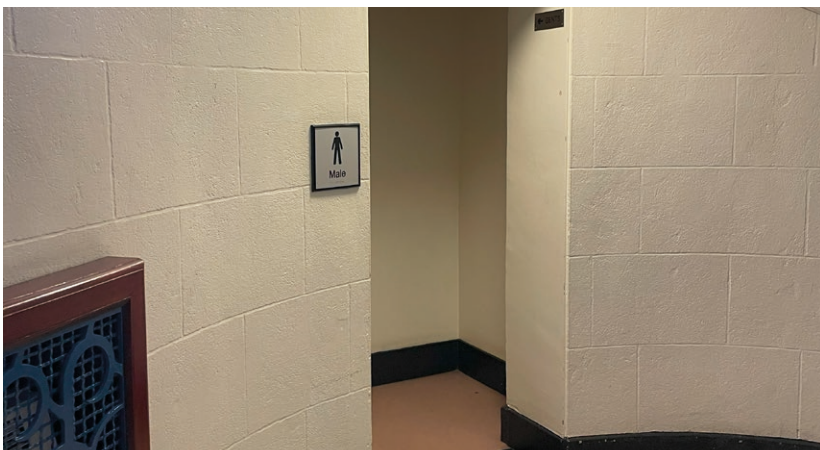
- There are two gender neutral toilets & a changing space on the basement floor. Please ask for the door code at reception



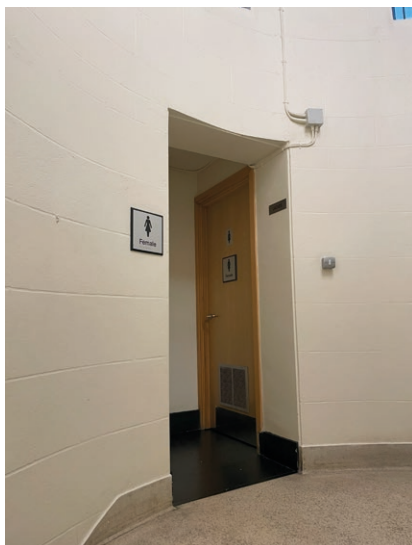
- Accessible toilet & shower is located on the ground floor, to the left of student services, through a short corridor



- Male toilets on the ground floor at the back of the Riley Theatre



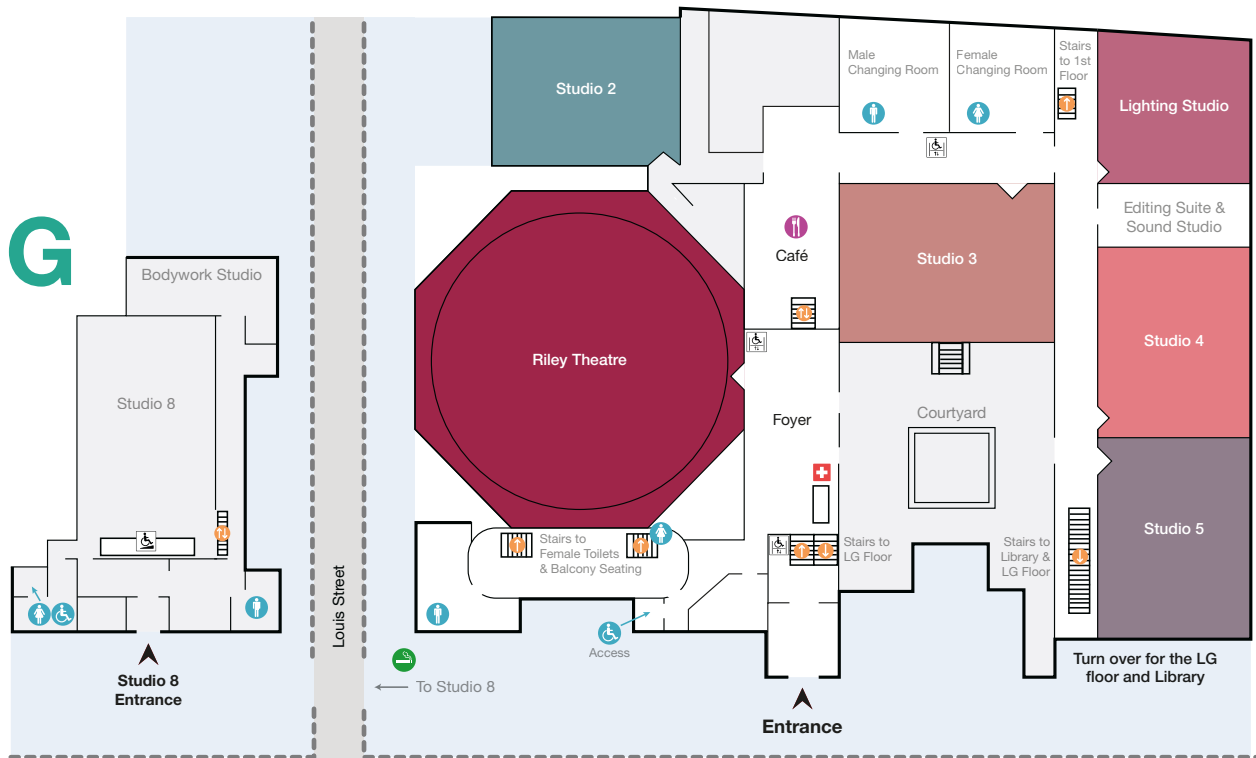
- Female toilets up curved staircase at the back of the Riley Theatre



- Female changing & toilets on the ground floor opposite studio 3, a water fountain is in these changing rooms
- Male changing & toilets on the ground floor through the corridor opposite the cafe, a water fountain is in these changing rooms
- Accessible female artist changing, shower & toilet behind studio 2. Please ask for the door code at reception
- Accessible male artist changing, shower & toilet behind studio 2. Please ask for the door code at reception.

There are no toilets on the first floor.

Building Map



Café

The café is located on the 1st floor, at the back of the building as you enter it.



The café serves a range of hot and cold food, including vegan, vegetarian and gluten free options. The kitchen is nut free and endeavours to avoid the top 14 allergens. If you have an allergy, please inform the catering staff.

The café is open 8am-4pm Monday-Friday during term time, as well as evening and weekends. Please call to check opening times outside of term time.

Seating is available, as well as quiet zones at the top of the curved stairs behind Riley Theatre.



Seating upstairs behind Riley Theatre

There is also an outside courtyard with seating.



Studios

NSCD have 7 dance studios in our building.

- Studio 1 is the stage of Riley Theatre. Studio 1 is partially accessible, you may need someone to assist you to enter the space



Studio 1

- Studio 2 is on the ground floor through a corridor on the left of the café



Studio 2

- Studio 3 is on the ground floor, through a corridor opposite the café



Studio 3

- Studio 4 is on the ground floor, continuing round the corridor from studio 3



Studio 4

- Studio 5 is on the ground floor, next to studio 4



Studio 5

- Studio 6 is on the 1st floor



Studio 6

- Studio 7 is on the 1st floor



Studio 7

NSCD also uses studio 8, which is located in Holy Rosary Catholic Church's basement, opposite NSCD at the bottom of Louis Street. Studio 8 is only partially accessible as it has many thin doorways and corridors.

The body work studio is also located in Holy Rosary Catholic Church's basement.



Bodywork studio

NSCD also has a lighting studio located on the ground floor close to studio 3. You enter this space on the balcony level, there is a staircase to access the main studio. This studio is not accessible to wheelchair users.



Lighting studio

Riley Theatre

Located on the ground floor near reception. Stall seating is accessed through the wooden double doors.



Wheelchair users* can access their seats via 2 routes:

- Through the wooden double doors in the foyer. Turn left and travel behind the seating. When at the back of the auditorium, travel down the steep ramp towards the stage. Note: this ramp is very steep, we recommend that you have assistance when travelling down it. Your seat will be at the front of the stalls area.
- From the foyer, take the corridor on the left, in the direction of the accessible toilet. Pass through the door until you reach the back of the theatre, you will see 2 curved staircases on your right and left. Go through either set of blue auditorium doors, making your way to the back of the auditorium. Travel down the steep ramp towards the stage. Note: this ramp is very steep, so we recommend that you have assistance when travelling down it. Your seat will be at the front of the stalls area.



*NSCD front of house staff are here to help you should you need assistance.

If your seats are on the balcony, follow signs to your left and up a curved staircase.



The Riley Theatre used to be a synagogue and retains many of its original features and is partially accessible for wheelchair users.

There is a steep ramp in the middle of the stalls.

Seating in the stalls is on carved pews which have tall backs.



Booster cushions are available if needed.

Performances often contain loud noise, please ask a member of staff if you require ear defenders.

If performances contain strobe lighting, staff will inform you and there will be signs displayed in the foyer.

For more information on the Riley Theatre, please visit the website: Riley Theatre - rileytheatre.com

Other rooms at NSCD

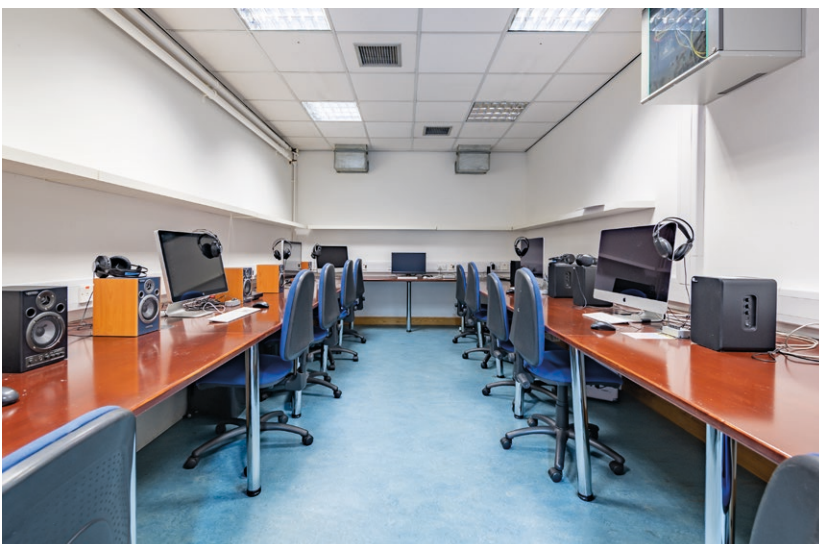
- Meeting Room: located on the 1st floor



- Seminar Room: located on the 1st floor



- Video editing suite: located on the ground floor near the lighting studio



- Library: located on the basement floor. Accessed down the stairs near studio 5 or through the staff offices corridor (includes lift access). Partially wheelchair accessible



- Student Services: ground floor opposite reception



- Health & Wellbeing offices: upstairs behind the Riley Theatre Inaccessible to wheelchair users*



- Learning & Participation/Centre for Advanced Training office: ground floor next to Student Services



- Basement staff offices corridor: Principal/CEO, Vice Principal, Academic Administration, HR, Finance
- First floor offices: Marketing, facilities and teaching staff
- Theatre technician: Back of the Riley Theatre stalls

*Alternative spaces will be made available.

Please also see **this film** for further guidance.

For any and all enquiries, please call 0113 219 3000