

## Access Guide to the Government Department

- [Location of the department and its main spaces](#)
- [Access from the main squares](#)
- [Accessible toilets](#)
- [Disability Liaison Officer](#)
- [Accessible parking](#)

### Location of the Government Department

The department is divided between two floors, on 5B and 5A (directly above). NOTE the main hub of the department is on 5B.

The key facilities on each are as follows:

Level	Room / No.	Access info
5B	<ul style="list-style-type: none"> <li>▪ Common Room (5B.303)</li> <li>▪ 1<sup>st</sup> year undergraduate Admin office (5B.312 )</li> <li>▪ MA Administration office (5B.324)</li> <li>▪ PhD administration office (5B.316)</li> <li>▪ Head of Department (5B.318)</li> <li>▪ PhD Research Lab (5B.305)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Both floors have level access throughout</li> <li>▪ Information on accessible toilets is given separately in the table below</li> </ul>
5A	<ul style="list-style-type: none"> <li>▪ Academic offices</li> </ul>	

### Access to the Government Department from the main squares

**From SQUARE 3:** enter the building from the 3NE corner:

- **On foot via stairs** – from entrance bear right along corridor. Immediately before the lobby (and lift H5), turn left into stairwell and ascend to level 5, then bear left across lobby and take half-flight of stairs down to 5B.
- **By wheelchair via lift** – from entrance bear right along corridor into lobby with lift (H5). Take lift to level 3. On exiting, turn right and bear right. Continue along corridor to end. Take lift (L3) to 5B (or 5A). On exiting, take the corridor opposite, continue to end and bear left for Government Department offices.

**From SQUARE 4:** enter the building from the 4NW (campus shop) corner

- **By Wheelchair** – take lift (H5) in small lobby, and:  
Either descend to level 3 and follow directions for wheelchair users from Square 3 (above).  
Or take lift (H5) in small lobby to level 6, turn right out of lift and right again into lobby with platform stair lift. Take stair lift to (upper) level 6; follow corridor along to lift (L3) and descend to 5A or 5B (continue as above).
- **Via stairs** - go straight through small lobby (passed H5 lift); diagonally across large lobby; descend via stairs to 5B, or ascend to 5A. Follow corridor along and go left at

crossroads (by lift L3). Follow along to the end, and turn left for Government Department offices.

### Accessible toilet facilities within the Government Department

Level	Location	Access information
5B	<ul style="list-style-type: none"><li>At the far end of the corridor leading to the new Social Sciences building nearest office is (5B.342)</li></ul>	<ul style="list-style-type: none"><li>Female accessible toilet with right-handed transfer</li><li>No drop down rail</li><li>Basin not accessible from toilet</li><li>Toilet height 395 mm.</li></ul>
5A	<ul style="list-style-type: none"><li>As above (but one floor up)</li><li>Nearest office <a href="#">5A.342</a></li></ul>	<ul style="list-style-type: none"><li>Accessible toilet with changing bench (adjustable-height)</li><li>Left-handed transfer</li><li>Toilet height 490mm</li></ul>

### Departmental Disability Liaison Officer (DDLO)

Every department has a designated DDLO who has an awareness of disability issues and knowledge of the subject area and the structure of the department.

### Location of nearest wheelchair accessible parking bays

Disabled drivers (students, staff and visitors) coming to the department should visit the University guidance on [accessible parking](#)