

# LLANDINAM VILLAGE HALL

## GUIDANCE FOR USERS

### **Access and parking**

- Short term parking outside the hall is permitted for delivery and collection only. The main road outside the Hall must be kept clear for emergency vehicles that may require access to the hall.
- Parking is available at the Community Car Park on the A470 some 100 metres away.

### **Disabled access**

- A hearing loop is available on request.
- There is a ramp to the front entrance of the hall.
- A wheelchair accessible toilet is located at the rear of the main hall.
- A stairlift is provided for access to the upper floor.
- A wheelchair is available if required. It is usually located on the first floor.

### **Health and Safety**

- Hirers are required to make sure those attending are familiar with Fire Safety & Evacuation procedures.
- Fire safety and evacuation information is located in each room.
- It is the hirer's responsibility to make sure that those with disabilities are provided for in their own evacuation plans.
- Smoking is not allowed within the building at any time.

### **Children & Vulnerable Adults**

- The hirer should ensure there are enough responsible adults present at any event.
- It is the hirer's responsibility to ensure that any appropriate checks have been carried out.

**Heating Controls** - see attached

**Accident Book location** - on the windowsill in the kitchen

**First Aid Kit Location** - on the windowsill in the kitchen