

Access Statement for Braintree Museum

This access statement does not contain personal opinions as to our suitability for those with access needs, but aims to accurately describe the facilities and services that we offer all our guests/visitors.

***July 2020 – The following information has been modified to reflect the safety measures we have introduced in line with Covid-19 safety guidelines. These changes are outlined below and will be reviewed regularly in accordance with Government advice.*

Introduction

Braintree Museum is situated in the heart of Braintree town and is based in the old Manor Street school building.

The museum is based on one level. Staff and Visitor Services Volunteers are on hand at the reception to offer assistance.

We look forward to welcoming you. If you have any queries or require any assistance please phone 01376 328868 or email museum.info@bdmt.org.uk

Pre-Arrival

- For full details on how to reach us please see the visit section of our website: www.braintreemuseum.co.uk or telephone 01376 328868.
 - The nearest railway station is Braintree, which is 0.3 miles (a 6 minute walk) away. Taxis are available at the station.
 - There are frequent and regular bus services into the town centre,. The bus station is across the road from the Museum and most bus stops are less than a 5 minute walk away.
 - Taxis are available from outside the Town Hall which is across the road from the Museum or can be obtained by staff on request.
 - The main road outside the Museum is one way and has a normal sized paved path.
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Car Parking and Arrival

- Braintree Museum has no on-site parking facilities.
 - There is a forecourt which can be used as a drop off and pick up point.
 - There is no on street parking along Manor Street
 - The nearest car park is Sainsbury's which is behind the Museum.
 - For more information about parking please see our visit us page on the website www.braintreemuseum.co.uk
 - All pavements surrounding the entrance are paved and flat.
 - The main entrance door has two double doors and is accessible via two steps (with no handrail) and a ramp.
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Main Entrance, Reception and Ticketing Area

In order to support public safety during the Covid-19 Pandemic, we have put in place appropriate adaptations to the Museum and Art Gallery building, which includes changes to the main entrance. This is to allow for safe visitor flow and social distancing throughout the galleries.

FROM FRIDAY 24 JULY, IN LINE WITH GOVERNMENT GUIDANCE, YOU WILL BE REQUIRED TO WEAR A FACE MASK TO ENTER THE MUSEUM. IF YOU ARRIVE WITHOUT ONE, THERE WILL BE SOME AVAILABLE TO PURCHASE AT THE MUSEUM ENTRANCE. FOR EXEMPTIONS TO WEARING A FACE MASK PLEASE CHECK THE GOVERNMENT WEBSITE;

<https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own>

WE WILL BE TAKING CONTACT DETAILS ON BOOKING OR ARRIVAL DURING THE COVID-19 CRISIS

- We will be taking contact details on arrival to support NHS Test and Trace, as recommended by the UK Government's Department for Health and Social Care. Upon entry to the museum it will be necessary for us to obtain each visitor's (or head of family) name and contact details such as a phone number or email address. The information provided will be kept in a secure place and only shared with Test and Trace personnel, if asked, in the event of a fellow customer or staff member testing positive for coronavirus. Details will only be kept for 21 days and will be disposed of securely after that period of time. Should a person refuse to give their details, entry will not be permitted into the museum.

Attraction (displays, exhibits, rides etc.)

SOME OF OUR EXHIBITS AND INTERACTIVES MAY BE TEMPORARILY CLOSED DURING THE COVID-19 CRISIS

- Interpretation boards are in large text in some galleries.
- Most exhibits are held in glass cabinets and some may not be visible if eye line is below 1 metre.
- Seating is available throughout the museum.
- Floor surfaces are mostly wood, tile and laminate throughout the museum.
- The lighting in the galleries is generally bright and evenly lit with fluorescent lights and spots, however, some galleries are dimly lit to aid the preservation of exhibits.

Public Toilets and Hand-washing Facilities

DURING THE COVID-19 CRISIS, AN ACCESSIBLE TOILET WILL BE AVAILABLE FOR ALL VISITORS

- The ladies and gents and accessible toilets are all in the second gallery of the Museum
- All doors are opened with handles
- There is one vertical handrail to the left and behind the accessible toilet.
- Toilet flushes and taps are hand operated in all toilets.
- Hand driers are motion activated in all toilets.
- Flooring is non-slip laminate and of a blue colour to contrast with the white walls.
- Emergency pull cord in accessible toilet, which has a flashing and audible alarm.

HAND SANITISERS WILL BE MADE AVAILABLE FOR VISITORS TO USE THROUGHOUT THE MUSEUM DURING THE COVID-19 CRISIS

Shop

FACILITIES FOR CONTACTLESS PAYMENT AND DONATION WILL BE AVAILABLE IN THE SHOP

- It features a range of items including souvenirs, books and children's toys.
 - The shop is accessed on the entrance and way out of the museum. A route for safe access and social distancing is in place and highlighted through floor markings.
 - Background music may be playing.
 - The shop includes some high-level shelving, however, staff are available to offer assistance if required.
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Catering

THERE IS CURRENTLY NO CATERING AVAILABLE ON SITE

The nearest area for catering and refreshments is on Market Square which is a short walk from the Museum.

Additional Information

- We have a set of evacuation procedures- should you require it someone will assist you with evacuation, either out of the building or to a refuge point.
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Contact Information

Address: Braintree Museum, Manor Street, Braintree, Essex, CM7 3HW

Telephone: 01376 328868

Email: museum.info@bdmt.org.uk

Website: www.braintreemuseum.co.uk

Hours Of Operation: 10am – 4pm Tuesday to Saturday. For Christmas and New Year opening times, please contact us.