# Accessibility at The Other Palace

### The Other Palace Access Scheme

To register for our Access Scheme, please complete our Registration Form in this document.

The Other Palace is dedicated to understanding the potential access requirements of all people visiting and working in our venues. We recognise our responsibility to identify barriers to accessibility and undertake to remove these wherever possible.

Please find below access information about your visit, including booking your tickets, getting here, our facilities, accessible performances, and useful information about our venue. If you have any questions, please do not hesitate to get in touch.

The Access Scheme makes it easier for you to book accessible seats and facilities. It will also ensure our customer-facing staff teams have the information they need in order to make sure you can enjoy first-class customer service.

We offer a number of accessible performances and extra activities across a range of our events including:

- Audio Described performances
- Signed performances
- Relaxed performances
- Touch tours

You do not have to be a member of the scheme in order to book access tickets; however, joining the Scheme will allow you to:

- Receive information on any upcoming Access
   Performances.
- Receive pre-visit emails with helpful information that will ensure a smoother theatre experience.
- Coming Soon We will shortly be launching our online access booking system. This will enable you to book all your access tickets online, including wheelchair positions, end of row seats, and the best-accessible seats.

To become a member of The Other Palace Access Scheme, please complete the Registration Form below, or send us an email (please let us know the show and the date you wish to attend!) and one of our team will be in touch. Please note that we do ask for proof of eligibility to specifically support this (see list of common examples in the booking form below). Or you can write to us at:

The Access Scheme The Other Palace 12 Palace Street London SW1E 5JA

## **Personal Assistants**

Customers with access requirements who require continuous support throughout their visit in order to be able to attend may obtain a Personal Assistant ticket at no additional cost.

Customers who wish to sign up for The Other Palace Access Scheme to book a Personal Assistant ticket alongside their ticket will be asked to provide evidence of their eligibility for this arrangement.

The Other Palace is proud to have been voted Most Accessible Theatre in the 2019 BroadwayWorld UK Awards.

### Booking Access and Personal Assistant Tickets

#### In person

Our Box Office is closed for the moment. Please apply for access tickets by email.

### By email

To book tickets, for enquiries or for help registering for our access scheme please email: tickets@theotherpalace.co.uk

### By phone

Our Switchboard is closed for the moment. Please apply for access tickets by email.

# **Getting to The Other Palace**

### Arrival

The main entrance to the theatre provides level access from the street and this entrance opens into a fully accessible foyer and bar.

Upon arrival, customers with access requirements will be greeted by a staff member who can assist with all facilities in the foyer as well as the customer's further journey through the theatre. This includes assistance with purchasing tickets on site and assistance in finding their way to seats in the Bar, Theatre or Studio.

### **Getting here**

Customers with access requirements can be driven to the front of the theatre on Palace Street where they can access the foyer through the automatic main entrance doors.

Blue Badge holders may park right by the theatre on Palace Street (just after the turning for Catherine Place).

The Cardinal Place exit of Victoria is the closest TFL Underground Station and is located approximately 350 metres from the main entrance. This station has step-free access.

Please visit https://tfl.gov.uk for further information on public transport in London.

### Access to Seating and Viewing Areas

The Theatre auditorium has level access and there are dedicated wheelchair spaces in Row N. Access to aisle seats in the Theatre auditorium involves a minimum of one step.

The Studio has step-free access via a lift from the main foyer and there is space for two wheelchairs on the Studio Floor Level. The Studio has flexible seating and customers wishing to transfer into venue seats can do so on the Floor Level.

Our trained staff members will be available to assist visually impaired customers upon arrival and throughout their visit if required.

An Infra-Red audio enhancement system is available for deaf or hearing-impaired patrons in the Theatre. Headsets and hearing aid loops are available and should be requested from a member of Front of House staff upon arrival.

Please note we do not have an audio enhancement system available in the Studio.

# Services and facilities

### Accessible toilets

The Other Palace has two accessible toilets. One is located in the foyer area on the Ground Floor. The other is outside the entrance to the Studio and can be accessed step-free via the lift.

There are further standard toilets located in the foyer area on the Ground Floor. Both these Gents and Ladies toilets have step-free access.

### Access to Bar & Restaurant

Our staff are on hand throughout your visit to assist with any purchases you may wish to make.

The Other Gin Palace is a fully accessible bar with a lowered counter and table service is also available. Please speak to our bar staff who will be happy to assist you.

- The Studio Bar and restaurant both have step-free access via the lift,
- If you are unable to access the bars or kiosks then please speak to a staff member upon arrival who will be happy to assist you.
- Medical requirements
   If you need to bring medication, food or drink to manage
   a medical condition, or medical equipment you are
   welcome to do so. Please ask to speak to a manager
   when you arrive before going through our security
   searches.
- Please note, we are not in possession of any medical equipment.