

What this document is for

We are looking forward to welcoming you to our offices- CoppaFeel! HQ. This document is to help provide information about our office accessibility and environment. We want to make our office space as accessible as possible, to staff and visitors, so welcome any feedback and will do our best to make your experience comfortable and enjoyable.

Where you'll find us

Our office is located at CoppaFeel!, Unit 4 Bickel's Yard, 151 - 153 Bermondsey Street, London, SE1 3HA.

The entrance to Bickel's Yard is opposite the White Cube Gallery. You can buzz Unit 3 or 4 on the buzzer to enter via the front gate and our offices can be found at the back of the yard. Please note the pavements on Bermondsey Street are quite uneven and can often be blocked by members of the public or delivery vans. The courtyard for Bickel's yard is also uneven and has a slight decline upon entry and incline upon exit.

The nearest train station is London Bridge. Use the St. Thomas Street / Weston Street exit and follow directions for Guys Hospital and the Shard to find your way out. Our office is a 12 minute walk from the station.

Other nearby tube stations are: Tower Hill (21 mins), Tower Gateway (22 mins) and Bermondsey (21 mins). All stations provide step-free access.

The nearest buses are: 42, 78, 188. All bus routes are a short walk to the office. Local bus routes operate a low-floor service and/or have a ramp available for wheelchair users.

Parking facilities: If you have access requirements please contact us and we can discuss parking options with you.

What to expect

Entrances and exits: Our office has two entrances which both have a ramp to enter the building. We use the entrance in Unit 4 at the back of the yard. Our fire exits are the same as the ordinary entrance, with ramp access. We also have 3 extra fire exits without ramp access.. Our single door width to enter the building is 70 cm wide. Our door width with both open is 135 cm wide.

The CoppaFeel! office has desk capacity for up to 50 employees with 5 sit stand desks available. Our sit stand desks can be adjusted from 70cm to 120cm. We offer a range of office chairs and seating types. Staff are offered screens, laptop stands, a mouse, a mouse rest and any other equipment needed to help them work.

Assistance dogs are permitted in the office, please let us know ahead of visiting.

Toilets: We have 5 toilets in the office. They are all gender neutral and stock period products. We have one accessible toilet that has a sign on the door. This toilet is wheelchair friendly. There is a grab rail on the back of the door and we have a red emergency pull cord which sets off an alarm for assistance. The lock is a turn and release twist lock not an accessible toilet handle lock.

Quiet spaces: Our office is open plan with various different zones for different working styles. We have overhead acoustic panelling to absorb sound. We have three meeting rooms and there are 3 pods that are sound proof with soft furnishings for sensory needs. Staff and visitors are welcome to use these spaces for taking medicine, resting, breast feeding or whatever they need.

Prayer spaces: You're welcome to request use of our meeting rooms for prayer. We ask that you request for prayer space in advance so we can ensure this is provided. Where this is not possible ample notice will be given. .

Office Access Statement

Kitchen and dietary offers: Our counter tops are 91.44cm. We have fridges, dishwashers, microwaves and hot water tanks for staff use. We're happy to cater for any dietary requirements. We offer a range of teas, coffee, fruit, dairy and dairy-alternative milks. We offer vegan, gluten-free, vegetarian and nut-free snacks. We currently have staff with nut allergies, but they are not airborne so you are welcome to eat nuts in the office. If you have an allergy, please let us know and we can support you in creating an allergy action plan.

Decorations: we want to make you aware that the CoppaFeel! office is home to a lot of boob and chest paraphernalia, including nude illustrations. We foster an open and inclusive environment where discussions about bodies and cancer are not only encouraged, but a big part of our working culture. We appreciate that this environment can be sensitive, hard or unsettling and so want to be upfront about this. Please let us know if you have any questions.

Health & Safety: In the event of a fire, please leave the office calmly and gather at the designated muster point in the Bickels Yard courtyard, or in the event of a fire in the courtyard or the surrounding buildings please gather opposite Bickels Yard, outside the White Cube Art Gallery. We can help with creating a Personal Emergency Evacuation Plan (PEEP) if needed.

Sickness: We encourage staff and visitors to stay away from the office, if possible, when sick to avoid spreading germs which can affect people with compromised immune systems.