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 visitors.

Access Statement for MUSA (Museum of the University of St Andrews)

Introduction

Situated in the town of St Andrews, approximately 0.5 miles (0.8 km) from the main centre, MUSA tells the story of the University of St Andrews, Scotland's oldest university, from its foundation in 1411 up to the present day.

MUSA is situated on The Scores, set back from the road, with flat, paved access on a gentle downward slope from the street to the museum entrance.

MUSA has been rated 5 Star by the Visit Scotland Visitor Attraction Quality Assurance Scheme.

Facilities:
- Ground floor exhibition galleries including permanent displays and temporary exhibitions
- Ground floor reception and shop
- Lift access to first floor
- First floor education / activity room (the Learning Loft) and roof terrace
- 2 accessible parking space at the front of the museum
- Accessible toilet
- Baby change facilities
- Audio loop at reception and in education room
- Portable audio loop available for pre-booked tours
- Gallery audio guides available from reception
- Printed foreign language guides available from reception
- Printed large font guides available from reception
- Braille guides will be available from August 2016.
- Staff trained in audio description available by pre-arrangement

We look forward to welcoming you. If you have any queries or require any assistance please phone (01334) 461660 or email museumenquiries@st-andrews.ac.uk.

Pre-Arrival

- Nearest railway station is Leuchars, 10.2 miles (16km), approximately 20 minutes to St Andrews by car. See https://www.scotrail.co.uk/plan-your-journey/stations-and-facilities/leu for more details of station facilities.
- Taxis are available at the station. If you require an accessible taxi you can book this in advance - 'Town and Country Taxis', t: (01334) 840444, web. www.townandcountrytaxis.co.uk
- There is a regular bus service from Dundee via Leuchars station into St Andrews - Stagecoach route no.99 - low floor access, wheelchair access, wifi. For more information please see the Stagecoach website - https://www.stagecoachbus.com/routes/east-scotland/99b/dundee-rail-station-dundee-rail-station/xhao099b.o
- All no.99 buses will take you to St Andrews bus station, 0.5 miles (0.8 km) from MUSA. The 99A, 99B and 99D will all take you into the centre of St Andrews - nearest stop to MUSA is on Market Street, 0.3 miles (0.5 km) from MUSA.
- The no.92 bus will also take you from St Andrews bus station to North Street, 0.2 miles (0.3km) from MUSA.
Car Parking and Arrival

- Two dedicated accessible spaces in the carpark at the front of MUSA - 16.9 metres (18.48 yds) from museum entrance.
- All other spaces in the carpark are for University staff only.
- Free parking is available on street, on The Scores, immediately to the front of the museum site.
- The museum carpark can be used for drop-off before parking in the street.
- Level access from the carpark to the museum entrance - carpark is tarmac and path is paved.
- Carpark is lit at night with low height bollard lights as well as ambient light from streetlights.
- There is a cobbled surface at the entrance to the carpark, between the street and the carpark.
Accessible parking space, showing route to Museum entrance

Access from street to car park
Path from car park to museum entrance

- A covered cycle park is also available at the front of the museum.
- Pedestrian entrance from street is via open gates, width 147 cm / 59 inches
- Museum front entrance door has automatic opening, with door opening outwards
- The same door is operated by a push button from inside for exit.
- Entrance door clear opening width is 99 cm / 38.9 ins
Pedestrian entrance from street to Museum grounds (looking towards museum entrance)

Grounds to front of Museum
Bench seating in front of Museum

Entrance doorway to MUSA
MUSA entrance doorway
Main Entrance, Reception and Ticketing Area

- Main entrance and reception are on the ground floor.
- Reception is combined with a retail area - there is level access throughout.
- The floor surface is tiled, with a fixed matting area immediately inside the entrance door.
- Reception / retail area is well lit with a combination of LED spotlights and downlights.
- Hearing loop in place at reception desk
- Pen and paper can be available at reception if required
- A Magnifying glass can also be made available if required
- Toilets are signposted from reception
- There is a low section of counter for the reception and shop.
- Entrance is free of charge to all visitors
- Guide and Assistance dogs are welcome
- Minimum width between shop fittings is 76 cm / 29.9 ins
- Shop includes some high shelving, please ask reception staff for any assistance
- No cafe on site

View from reception / shop area to ground floor corridor
General views of shop area
Doorway from reception / shop to toilet corridor

Open doorway to toilet corridor
Attraction (displays, exhibits, etc.)

Ground floor:

- All galleries are on the ground floor with level access from reception and between galleries.
- Flooring is a combination of tiled and wood.
- Access between galleries is open (no doors) - doorways range from widest 184 cm / 72.4 ins to narrowest 121.5 cm / 147.8 ins.
- Interpretation in the galleries is in the form of printed text panels and labels.
- A free audio guide to the galleries is available from reception.
- Large font printed guides to the galleries are available from reception.
- Braille guides to the galleries will be available at reception from August 2016.
- Printed foreign language guides are available from reception.
- Audio visual equipment is sometimes used as part of temporary exhibition displays (please ask at reception if you require more information on this).
- Galleries include both manual and digital interactive activities.
- A general guidebook and children's guidebook can be purchased from reception.
- We run an active events programme - please see our website for more information - www.st-andrews.ac.uk/musa.
- Seating is available in two galleries (benches) and portable fold-out stools are available from gallery one to take around the museum with you.
- All galleries are lit with a combination of ceiling spotlights and downlights as well as lighting inside display cases. Galleries 2 and 3 have some natural light as well.
- Gallery 1 has lower light levels due to the sensitive nature of some of the medieval material displayed.
Gallery 1

Gallery 1 looking to corridor

Last updated May 2016
Gallery 2

Doorway from Gallery 2 to Gallery 3

Last updated May 2016
Gallery 3

Gallery 3

Last updated May 2016
Doorway from Gallery 3 to Gallery 4

Gallery 4 - Temporary Exhibition Gallery
Gallery 4 - Temporary Exhibition Gallery

Doorway from Gallery 4 to corridor

Last updated May 2016
First floor:

- Lift to first floor with audio announcement. Lift floor space is 109 x 139 cm / 42.9 x 54.7 ins. Lift door opening is 90 cm / 35.4 ins.
- Level access from lift to both the roof terrace and the Learning Loft.

Ground floor lift entrance
First floor lift entrance

Lift exit
• Door to roof terrace is operated by a push button. Door opens inwards. Opening width is 85 cm / 33.4 ins
• Door also operated by a push button from the other side to return from the terrace.
• The roof terrace is fitted with a red light to indicate if the fire alarm has been activated.
• Currently there is a small step down going from inside out to the terrace. A ramp will be fitted here from June 2016.
• The terrace has two fixed benches.
• There is a telescope to view the opposite coastline, the telescope also includes an audio description of the view.
• The terrace is level, with a paved surface.
• There are items of fixed sculpture on the terrace.
• There is a clear glass panel at the corner of the terrace down to floor level.

Doorway from roof terrace to first floor corridor
Roof terrace looking back towards museum (benches on back and side walls)

Roof terrace - glass corner viewing area, talking telescope and sundial
- Level access to the Learning Loft (education / activity room) from the lift.
- The Learning Loft door is propped open when the room is not in use for booked events.
- The door open into the room. Door opening width is 109 cm / 42.9 ins
- Floor surface is linoleum in activity area and carpet in the seating / lecture area.
- The Learning Loft has a sloped ceiling around the edge of the room.
- The public are welcome to use the Learning Loft when it is not in use for events. Handling materials and self-led resources / activities for all ages are available at these times.
- For events / lectures a hearing loop is in place. Audio description is also available for events by pre-arrangement.
- AV equipment may be used for events.
- The Learning Loft is lit by fluorescent lighting, which is dimmable.
- There is also natural light from 3 windows.

Entrance to Learning Loft
Doorway looking from Learning Loft to first floor corridor and doorway to roof terrace

Learning Loft - Activity / Workshop area (self-lead activity table against wall)
Learning Loft general view

Pre-school soft play area (toys and books are available in the carpeted area, when the Learning Loft is not in use for events)
**Public Toilets**

- Public toilets are on the ground floor, with one additional toilet available on the first floor.
- Ground floor toilets are accessed from reception
- Men's toilets - 1 cubicle, 1 urinal. Automatic sensor on taps.
- Ladies' toilets - 2 cubicles. Automatic sensor on taps
- Accessible toilet (unisex), includes both horizontal and vertical grab bars, assistance alarm (calls to museum reception). Toilet seat height is 45cm / 17.7 ins from the floor.
- Baby change is incorporated in accessible toilet
- Door to toilet corridor from reception opens towards reception - clear opening width is 88 cm / 34.6 ins
- Door to accessible toilet opens into the corridor space - clear opening width is 89 cm / 35 ins
- Toilet floors are all tiled.
- Toilets are lit by fluorescent lighting, Lights are activated by automatic motion sensor.
- First floor toilet is unisex. Level access to this toilet from the lift. Door opens into the toilet. Door clear opening width is 88 cm / 34.6 ins
Entrance doorway to ground floor accessible toilet (baby change on right of picture)

First floor toilet
**Shop**

- Please see the above section about the Reception area for general information about this space.
- Minimum width between shop fittings is 76 cm / 29.9 ins
- Shop stock is displayed on glass shelves.
- Shop includes some high shelving, please ask reception staff for any assistance

**Grounds and Gardens**

- Paved concourse to the front of the museum with benches.
- Paved path to the side of the museum gives access to a viewing area over the cliffs and out to sea. There is a bench in this area.

**Additional Information**

- All Visitor Services staff have completed the Visit Scotland Accessibility training module.
- Some curatorial staff have had audio description training (this service is available by pre-arrangement)
- Fire exits are clearly signposted.
- All staff are trained in evacuation procedures.
- There is a refuge area on the first floor with call system and Evac chair.

**Future Plans**

- Our roof terrace is having a ramp fitted at the doorway from the terrace back into the museum, after a wheelchair user informed us of the difficulty they had with the change in height between these spaces. The new ramp will be in place from June 2016.
- We will be getting a new reception desk with increased low-level desk space so that visitors are able to see reception staff! The new desk will be in place from August 2016.

Last updated May 2016
**Contact Information**

**Address:** MUSA (Museum of the University of St Andrews), 7a The Scores, St Andrews, Fife KY16 9AR

**Telephone:** (01334) 461660

**Email:** museumenquiries@st-andrews.ac.uk

**Website:** www.st-andrews.ac.uk/musa

**Hours Of Operation:**
- 1st April - 31st Oct: Mon - Sat 10am - 5pm, Sun 12 - 4pm.
- 1st Nov - 31st March: Thurs - Sun 12 - 4 pm

**Local Accessible Taxi:**
- Town and Country Taxis: www.townandcountrytaxis.co.uk; (01334) 840444

**Local Public Transport:**
- Leuchars railway station - [https://www.scotrail.co.uk/plan-your-journey/stations-and-facilities/leu](https://www.scotrail.co.uk/plan-your-journey/stations-and-facilities/leu)