

## **Access Statement For The Olive Branch**

### Arrival and Car Parking

- Please advise us of your anticipated arrival time so that we can be sure that we are here to welcome you. Our arrival/check in times are: 10.00-12.00 and 17.00-18.00. Please let us know your preference and let us know your mode of transport.

No check-in is available outside of these times.

- Parking is on one level. We have a space for Rooms 1, 2, 3 & 5. There is no space for Rooms 4 & 6. Four cars park on the drive. Guests liaise with each other at breakfast as to whether they will be using their car that day. This system works very well.

### Main Entrance

- There are two steps up to the front door and it is normally open but please ring bell on your arrival.

### Guest Accommodation and Public Areas

- Breakfast will be in 2 sittings. First sitting will be 8.30am - 9.10am & Second 9.20am - 10.00am. We will be asking you to pre-order your breakfast in advance so we can make breakfast as efficient as possible. Your order will be brought to your table for you, there will be no self service.
- There is a staircase leading to all guest bedrooms
- Rooms 1 and 2 are on the second floor
- Rooms 3, 4, 5 and 6 are on the first floor
- Guest bedrooms are located on the first and second floors of the house.
- The house is centrally heated throughout but temperatures can be adjusted in each room to suit individual requirements.

### Additional Information

- There is a fire extinguisher on each landing
- In the event of a fire the alarm will continuously sound. Please advise us if you have a hearing impairment and might not hear this.
- Should you need medical assistance, there is an emergency bell located on the ground floor to the left of the dining room.
- The building can be evacuated via the front door. In an emergency there is also an exit via our kitchen which you can access through the dining room.
- We have a strict non smoking policy in the house.