# New College Library: lift & stair access.

This is an overview of access to New College Library intended for users visiting the Funk Reading Room to consult Heritage Collections.

Please note that, due to the platform lift door and the door outside the first floor lift not being power-assisted, it is currently not possible for wheelchair users to independently access the Funk Reading Room. Please see the below section on alternative arrangements if this affects you.

## Entrance:

New College Library is situated in the New College Quad. Please note the Quad is located on a steep, busy, cobbled road. The library is located on the far-left hand side of the Quad (behind the statue of John Knox). The door can be opened via the access post, which is to the left of the door and circa 1.5 metres away from the building. If you have a University of Edinburgh card, you can swipe in during opening hours. If you are not a member of the University or a reference reader, press the intercom button to speak with a member of the Helpdesk team.

## Lift access – Entrance to Library Hall:

Lift access to Library Hall is via a platform lift. Please follow the corridor forward from the Main Entrance towards the Sanctuary, and through the power-assisted door to reach the lift. The lift requires the user to open the door manually and hold the button down for the duration of the journey. The lift doors are not power-assisted and are 90cm wide. If you require assistance, please phone the Helpdesk on 0131 650 8957.

The lift exits on the right-hand side of Library Hall. Please go through the door and approach the Helpdesk, which will be on your left.

## Stair access – Entrance to Library Hall:

The staircase to Library Hall consists of 29 stone steps, in a wide spiral. The door at the top is operated via card swipe access if you are a University of Edinburgh member. If not, please use the intercom to speak to staff who will let you in.

## Lift access – Library Hall to Funk Reading Room:

The lift to the Funk Reading Room is located through a door at the back of Library Hall on the left-hand side. This door is not power assisted and is 90cm wide. The lift can only be operated with a staff card, so please inform staff at the Helpdesk if you wish to use the lift and they will call a member of Heritage Collections staff to accompany you. Entry to and from the lift are not via the same door. The entrance is 90cm wide and the exit, which is perpendicular to the entrance, is 87cm wide.

Upon exit of the lift on the second floor, there is a heavy door immediately in front (90cm wide), which is not power-assisted. Please ask the staff member accompanying you if you need assistance. There is not space to exit the lift before approaching this door.

## Stair access – Library Hall to Funk Reading Room:

The staircase leading to the Funk Reading Room is on the left-hand side of Library Hall (facing away from the entrance). It is steep and spiral and consists of 15 steps (upwards).

## Funk Reading Room:

When you exit the lift or stairwell, the Funk Reading Room will be directly in front of you. It is accessed via a glass door which is 81cm wide and not power-assisted. Please ask staff if you need assistance. Lockers at various heights are situated outside the FRR. The corridor around the FRR where the lockers are is 100cm at its narrowest point.

## Access to Collections Stacks:

Users are not permitted to access the Stacks where Heritage Collections are stored. All Heritage Collections items will be retrieved by staff to be consulted in the Funk Reading Room.

Stack One contains General Collections and can be browsed by library users. However, the stacks are very narrow and therefore not suitable for wheelchair users or users who experience claustrophobia. If you wish to use an item which is held in Stack One, then please ask a member of staff at the Helpdesk who will retrieve it for you.

The staircase leading to Stack One is on the left-hand side of Library Hall (facing away from the entrance). It is steep and spiral and consists of 15 steps (downwards).

## Alternative arrangements:

If New College Library is not accessible to you, then collections items can be transferred to the Centre for Research Collections in the Main Library to be consulted there instead (this may take a few days to arrange). Please advise staff of this upon booking.