

## Dulwich & District u3a

### Risk assessment for the use of Rosebery Lodge

**Location:** The Lodge is situated in Dulwich Park just inside the Rosebery Gate on the South Circular adjacent to the riding stables where the P13 and P4 buses stop. Alternatively, "Fireman's Alley" off Lordship Lane provides a short cut that brings you out almost opposite the Lodge.

If you come by car you can park either in the Park car park (there is a £2.00 per hour charge – payment by phone only) and walk in an anticlockwise direction round the perimeter path to reach the Lodge (approximately half a mile) or you can park in Court Lane (by Court Lane Gate) and walk in a clockwise direction (this is a shorter walk).

**Parking by the Lodge:** There are two spaces available, outside the Lodge, for blue badge holders. The Park management must be notified in advance of use. Contact Robert Roach ([robert.roach@southwark.gov.uk](mailto:robert.roach@southwark.gov.uk)). He will provide you with a swipe card to open the barrier and advise you of the speed limits and any other restrictions.

Rosebery Lodge is used by u3a interest groups on the following basis:

1. **Rosebery Lodge** can only be used on days and times that have been agreed in advance with Diana McInnes, Rosebery Lodge co-ordinator of D&D u3a – 07754 055315, 020 8693 6313 or [diana\\_mcinnes@hotmail.com](mailto:diana_mcinnes@hotmail.com) – who keeps the diary of all meetings at the Lodge.
2. **Keys:** The front door keys are kept in the key safe which is fixed to the wall on the left of the front door at the Lodge. The code to the safe is the same as for the alarm and will be supplied to you by Diana when you book. **The code must not, under any circumstances, be shared with anyone else.**
3. **Entry and exit procedures:** Access to the Lodge is via the front door which has one small step. Disabled access is on a flat path to the back door of the building where there are no steps. This entrance leads into the kitchen and from there on to the toilet and to the two ground floor rooms. There are no steps or trip hazards.
4. **Toilet:** The toilet is fully accessible.
5. **Fire safety:** Fire escape is via the front or back doors. There are fire escape direction signs. The fire alarm is situated at the top of the stairwell. It is an electric alarm.
6. **Ground floor rooms:** The two ground floor rooms are fully accessible and can accommodate approximately 12 people each.
7. **First floor room:** There is a room on the first floor which can be accessed via a staircase. The staircase does have a partial handrail on one side and bannisters on the other. It is not advised that members with mobility issues or balance issues use this room as the staircase is quite narrow and windy.
8. **Insurance:** u3a public liability insurance covers use of the building by u3a members.

*Updated April 2022*