**LEAMINGTON DOG TRAINING SCHOOL**

**ADDRESS**

* Edmondscote Manor

Warwick New Road

Leamington Spa

CV32 6AH

***C*ONTACT US**

* 0845 372 7417
* 0118 983 8880

**HOURS OF OPENING**

* Monday to Friday 09:00 to 17:00

**PUBLIC TRANSPORT**

* If travelling by train, Leamington Spa is the nearest station.
* Distance is 1.5 miles to the centre and a taxi would cost about £5 .
* There is currently no direct bus route to the centre, but the X17 travels down Warwick New Road and there is a bus stop within two minutes’ walk from the centre.

**PARKING**

* Parking is available on site.
* If travelling by car, there are two entrances to the site from Warwick New Road.
* Visitors’ spaces are available at the front of the building.

**MAIN BUILDING/RECEPTION**

* Access to the main building is flat.
* There are two sets of double doors into Reception; although the left hand side is locked, it can be opened for wheelchair access.
* There is no intercom in operation during working hours.
* A Hearing Loop is installed at Reception.
* It will be necessary to sign in at Reception.
* The seating area consists of 4 chairs and a low coffee table.
* There is a water cooler in Reception
* Ladies, Gents and an accessible toilet are available in Reception.
* Security door systems are on the two doors leading to other areas of the building.

**FACILITIES**

* Hot Desks – there are a number of hot desks available, in various offices around the building.
* There is a dedicated hot desk room with 1 PC and 2 Laptop Cables. It does not need to be pre-booked.
* There is no lift at Leamington.
* The Spend Areas are at the back of the main building.
* Meeting rooms detailed below. Please contact Leamington Reception to make a booking:

**Lecture Theatre** – Ground Floor – Accommodates 40 people theatre style and 20 people boardroom style. The room has a PC, Projector, Screen, Hearing Loop and Tea/Coffee making facilities

**Meeting Room 1** – Ground Floor – Accommodates 10 people boardroom style and has a PC, TV Screen and Telephone

**Meeting Room 2** – First Floor – Accommodates 10 people boardroom style and has a Telephone

**Meeting Room 3** – First Floor – Accommodates 6 people boardroom style and has a PC and Telephone

**Meeting Room 4** – Ground Floor – Accommodates 8 people boardroom style and has a Telphone

* Snacks are available from Reception, e.g. cans of soft drinks, bars of chocolate, crisps and pot noodles.
* Tea/Coffee is available from the Kitchen on the ground floor.

**LOCAL AMENITIES**

* The nearest shop is Tesco and is within walking distance, about 10 minutes.
* Leamington Spa Town Centre is within walking distance, about 20 minutes.

**FIRE PROCEDURE**

* The fire alarm is tested weekly at 09:30 on a Monday.
* If the alarm sounds at any other time, please evacuate the building.
* The assembly point is on the front lawn opposite the main building.

**FURTHER DETAILS ARE AVAILABLE FROM LEAMINGTON RECEPTION**