



MANCHESTER
HISTORIES

2026

Access Guide

WELCOME TO OUR SPACES



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Contact us

We try to ensure our events are open to all, so we welcome you to contact us regarding any specific requirements you may have **before** the event. Visitors should aim to inform us of any access support **up to 2 weeks before** an event.



info@manchesterhistories.co.uk



0161 306 1982

Please note that this phone is not continuously monitored

If you have any questions, comments or suggestions on how we can improve accessibility to our library and resources, please do not hesitate to get in touch with us.

Manchester Histories Hub

Lower Ground Floor,
Central Library, St Peter's Square,
M2 5PD

Hearing stories from the community adds a whole different layer to the stories that we learn in school and so what format is best to share your story?

03

Getting to the Hub

- The venue is located on the **lower ground floor** of **Central Library**.
- Once exiting the lift or at the bottom of the stairs, please turn right and follow signage to the Hub.



Watch a video on YouTube about how to find our venue:



Getting to Central Library

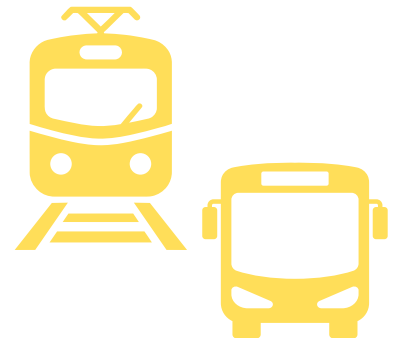
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- Routes to the venue include standard pavements and tram lines, which are **uneven** in places.
- There is level and **ramped** access with **automatic** doors at ground level, and lifts which provides access to each floor.
- **Step-free access** can be found to the right-hand side of the main doors.
- The side entrance is step-free and is **fully wheelchair accessible**.
- **All** exhibition areas, meeting rooms and public spaces in Central Library **are fully wheelchair accessible**
- A platform lift is available up to the performance space - **Manchester Histories staff** can operate this, or a ramp is also available.



Side entrance to Central Library (step-free access).

Transport options



Tram

The nearest Metrolink tram stop to the library is St Peter's Square, immediately in front of the library's main entrance.

Bus

Various bus routes go through either Portland Street, Oxford Road or Piccadilly Gardens. All are roughly a five-minute walk from the library.

Train

The nearest train stations are Manchester Oxford Road or Deansgate which are about a 15-minute walk away. Manchester Piccadilly and Manchester Victoria train stations are a 20-minute walk away.

Accessible parking

There is a limited number of Blue Badge holder parking spaces next to the library located on Peter Street.

Bicycle

There are multiple bicycle parking stands immediately outside Manchester Central Library. There are also locations nearby to hire or return Starling bikes.

Car

There is no free public parking at Manchester Central Library. The nearest and largest privately managed car parks that are less than 5-10 minutes' walk away are:

- Q-Park Piazza, St James Street, Manchester, M1 4LX
- NCP Car Park, Chorlton Street, Manchester, M1 3FY
- NCP Car Park, 3073 Lower Mosley St, Manchester M2 3G

Toilets

07

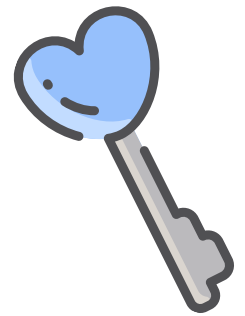
There are toilets on the **Lower Ground Floor** – the same level as the Hub with step-free access.

There is an accessible toilet next to the Hub that can be opened with a **RADAR Key**. If you do not have a personal RADAR key, one can be requested at any library Information Desk.

There are also **changing place facilities** next to the Hub.

Changing Places Specific Features

- Bench - Height Adjustable, Adult Sized, Wall Mounted
- Hoist - Ceiling , Loop
- Peninsular Toilet
- Washbasin Height Adjustable
- Slip Resistant Floor
- Floor Space (sq. m) - 16.0
- Emergency Alarm
- Paper Roll
- Unisex
- Signage in the room



If any of these features are out of order, the Changing Places website will be updated, and visitors will be informed at the beginning of the event.

On the other floors of the Central Library, toilets can be found on:

Ground Floor: Accessible toilets with step-free access.

Upper Floors: Accessible toilets are available on every floor.

Fourth Floor: Public toilets are available

Lighting

and

Sound



Lighting

Unfortunately, the lighting levels in the Hub are **not adjustable** as they are controlled by Central Library. The lighting on the Lower Ground Floor where the Hub is situated is all artificial lighting.

Sound

An induction loop is available in the Performance Space which is always turned on. Please contact a member of staff or volunteer if you experience faults.

Since Central Library is a public space, it is difficult to predict noise levels. Whilst the lower ground floor in the Library is generally quiet during the weekdays, this isn't guaranteed as it is not a designated quiet floor.

The children's library is also situated on the same floor and can occasionally be noisy, especially during school holidays and on weekends. We have **ear defenders** available to borrow on request in the Manchester Histories Hub.

Please let us know in advance if you are likely to need a quiet space during your visit. A quiet space can be provided for events in the form of an additional nearby meeting room subject to availability. However, it is not a completely private space as it does have floor to ceiling glass walls around it.

Seating

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All our events have seating available but **unreserved** – please make yourself known to a staff member if by the time of your arrival all seating is occupied.

Wheelchair Seating

The seating arrangement will include **wheelchair spaces**. Seats can be removed and seats alongside these can also be reserved for carers or accompanying guests. Please notify **Manchester Histories staff** when booking your ticket or email info@manchesterhistories.co.uk if you would like to sit in a certain position, or need seats removing or reserving.

All are welcome to join, even if you are running late.



Assistance Dogs and Specific Needs

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If you are bringing an assistance dog, please let us know in advance.

Quiet Space

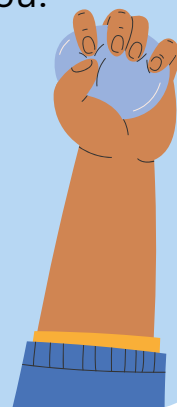
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BSL

Manchester Histories will provide British Sign Language interpretation on request, up to two weeks before the date of the event. For our Salons, we live stream the event via Zoom, as well as recording the event for sharing on the Manchester Histories YouTube channel.

These items are available to borrow in the Hub – please ask a member of Manchester Histories Staff and they will be happy to get them for you:

- **Ear defenders**
- **Fidget toys**
- **Weighted blankets**



People are welcome to wriggle, move, stim, or respond in any way that is natural for them.

Emergency Exits

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If an alarm sounds at Central Library

- **Exit the building calmly** using the nearest clearly marked emergency stairwells and fire exits.
- **Do not use the lifts** or stop to collect personal belongings from lockers or desks.
- **Follow directions** from Library Security or Fire Wardens (in high-vis vests).
- **Go to the meeting point:** The primary evacuation assembly point is in St Peter's Square directly outside the building.

Accessibility and Refuge Points

If you require assistance or cannot navigate stairs independently, make your way to the nearest designated refuge area or protected stairwell. Library staff and emergency responders are trained to check these areas and assist with safe evacuation.

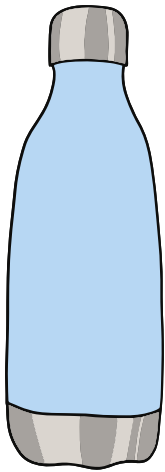


Closest refuge point to the Hub.

Refreshments

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Please bring a **reusable** water bottle to our events. The closest water refill station is on the Ground floor, and there is **step-free access** to it.



Allergies

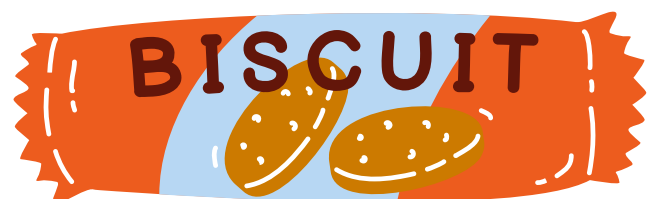
Please let us know in advance if you have any **allergies** that you may be affected by at a public event.

Whether it's a **food**, **environmental**, or **sensory** allergy, notifying us ensures your safety, helps us to accommodate your needs, and prevent any surprises.

Catering

We offer hot drinks and biscuits at all our events. Alternative milks, such as soya or oat, are available upon request. We can also offer **gluten free**, **vegan**, **dairy free** or **nut free** biscuits upon request.

Some of our events will be catered, and due to our commitment to sustainability we only provide **vegetarian** or **vegan** food options.



Content Warnings and Safeguarding

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- Where we are aware of potentially sensitive content, this will be included in event advertising
- A quiet space will be organised for attendees who may need to step out
- **Spoken** content warnings will be announced before an event begins
- **Visual** content warnings will also be displayed for attendees to see upon arrival
- If you need to step out at any point, please feel free to
- **NOTE:** Some events will have external speakers and content can't always be checked beforehand



If you are concerned that a child, young person or adult is at risk:

- Report it immediately to the Safeguarding Lead - if they are unavailable and there is immediate danger, call 999
- Do not investigate or promise confidentiality
- Make a clear and accurate record of your concern

Safeguarding Lead

Karen Shannon

Email: karen@manchesterhistories.co.uk

- At Manchester Histories, we believe everyone should feel welcomed, respected, safe and valued.
- Our Humanity Pledge sets out the shared values and behaviours we ask all participants, audiences, staff, volunteers, artists and partners to uphold when taking part in our events and activities, whether in person or online.

By taking part in our event and activities, I/we agree to help create a welcoming, respectful and inclusive environment for everyone.

If I/we have a concern, problem or complaint, I/we will speak to a member of the team so that we can work together to find a solution as quickly as possible.

I/we will treat all people with dignity, empathy and respect, even where there are differences in opinion, belief or experience.

I/we will uphold every individual's right to feel safe, valued and included, without prejudice or discrimination relating to gender, sex, sexuality, disability, race, ethnicity, nationality, religion, belief, language, age, class, wealth, pregnancy, marital status or any other protected or marginalised identity, including intersectional identities.

I/we will keep an open mind and recognise that people's lived experiences and personal challenges are not always visible.

I/we will avoid making assumptions about another person's identity, background, beliefs or experiences.

I/we will respect personal, emotional, social and physical boundaries, recognising that different people have different levels of comfort and lived experience.

I/we will always seek consent. If someone asks me/us to stop, or says "no", I/we will stop immediately.

I/we understand that behaviour which harms, intimidates, discriminates against or disrespects others may result in being asked to leave the event or activity.

This is not an exhaustive list and if you have any suggestions, please contact us via info@manchesterhistories.co.uk

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Chair of Manchester Histories Trustees

Hannah Barker

Chief Executive of Manchester Histories

Karen Shannon

Thank You! 16



Contact Us



0161 306 1982



www.manchesterhistories.co.uk



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