

# ACCESS STATEMENT 2024

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This access statement does not contain personal opinions as to our suitability for those with access needs, but aims to accurately describe the facilities and services that we offer all our guests/visitors

## Access Statement for Leonardo Royal St Paul's

### Introduction

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The Leonardo Royal Hotel London St Paul's is a city centre hotel located at 10 Godliman Street, approximately 1.5 miles from the Trafalgar Square. The hotel offers excellent public transport links, conveniently situated within a 5-minute walk from St. Paul's underground station (Central Line), Blackfriars underground station (Circle and District Line – There is step free access from the platform to the concourse via lifts) and City Thameslink Rail Station. While there is a gradual-medium hill to navigate when walking to and from Blackfriars station (about 20% incline), the immediate surroundings around the hotel are level. The hotel boasts 432 bedrooms across 3 buildings spanning 7 floors. Meeting rooms are available on level -3, level -2, level -1, and the first floor. Guests can enjoy the hotel's gym, located on level -1 and accessible to all. Fully accessible rooms cater to various access needs, with placements between the 2nd and 6th floors in the North block and between the ground and 5th floors in the West Block. The hotel's blend of historic charm and modern amenities includes views of St. Paul's Cathedral and the Millennium Bridge, spacious rooms, an oriental-style spa, an 18m swimming pool, and smart bars and restaurants within the Atrium. Nearby attractions include Tate Modern, Shakespeare's Globe, Borough Market, and the iconic London Eye. For shopping, explore the fashionable designer outlets of One New Change. With three local Underground stations nearby, guests can easily access museums, theatres, and galleries throughout the city. If you have any queries or require assistance, feel free to reach out via phone at +44 (0) 207 074 1000

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or email at [stpauls\\_reception@leonardohotels.com](mailto:stpauls_reception@leonardohotels.com). We eagerly await your arrival and look forward to providing you with a memorable stay.

## Pre-Arrival

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**Railway Stations and Wheelchair Accessibility:** The Leonardo Royal Hotel London St Paul's benefits from its proximity to two nearby railway stations: City Thameslink (located just 400 yards away) and Blackfriars (approximately 455 yards away). Both stations are accessible by wheelchair, and there are conveniently placed dropped kerbs for ease of movement. Guests can comfortably walk to these stations in approximately 6 minutes. Additionally, our preferred taxi service, Eagle Car Service, offers wheelchair-accessible vehicles upon request. To arrange a taxi, guests can contact our concierge team, front office team or directly reach out to Eagle Car Service at 020 7923 2202.

**Accessible London Buses and Bus Stop Information:** London's public transportation system ensures accessibility for all travellers. All London buses are equipped to accommodate passengers with varying mobility needs. For detailed information, please visit the official Transport for London (TfL) website: [TfL Transport Accessibility](https://www.tfl.gov.uk/transport-accessibility). Moreover, the closest bus stop to the hotel is a mere 2-minute walk away. You'll find it conveniently located on St. Paul's Churchyard. Our dedicated concierge team is available from 7am in the morning until 11pm in the night to assist guests in selecting the most suitable buses to reach their desired destinations. Night team covers the desk and any requirements from 11pm until 7am.

## Car Parking and Arrival

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**Parking and Accessibility Information:** All vehicles can conveniently stop outside the main doors of the hotel, where a flat, smooth surface of stone tiles awaits. However, please note that the hotel does not offer overnight parking. For guests with accessibility needs, there are two disabled parking spaces available right outside the main entrance, accessible to both local visitors and hotel guests. A local authority Blue Badge should be displayed to park.

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For parking options, the Baynard House Car Park is a mere 4-minute walk from our hotel. You can access it via the entrance on Queen Victoria St., EC4V 4BQ. This car park operates 365 days a year, 24 hours and provides 159 parking spaces, including 6 designated disabled bays. On weekdays (Monday to Friday) from 6 am to 7 pm, the rate is £4.50 per hour, and on Saturdays from 6 am to 1:30 pm, the same rate applies. Please be aware that there is a medium hill between the car park and the hotel - <https://www.sabaparking.co.uk/car-park/baynard-house-car-park>

As you approach the hotel, you'll find well-lit pathways and street lighting along the route. There are two drop-off bays at the front of the hotel, as well as a dropped kerb at the right-hand side corner. Upon entering the building, automatic sliding doors provide easy access, and there are no steps leading to the main entrance. Our attentive staff is available to provide directions to the car park and assist guests who may need help with their luggage. Notably, the automatic doors at the hotel's main entrance have an opening width of 1.8 meters.

## Main Entrance / Reception / Welcome Area

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**Reception and Accessibility Details:** The hotel's reception area is conveniently located just inside the front door on the ground floor, to the left, ensuring seamless access for all guests. Notably, there are no steps to navigate, enhancing accessibility. To facilitate vertical movement, guests can choose from 5 lifts connecting all floors in the North and South blocks, with an additional 2 lifts in the West Block.

**Ground Floor and Accessibility:** The ground floor boasts predominantly level surfaces throughout the lobby, ensuring accessibility for everyone. However, exceptions include lifts number 3 and 4, which serve as fire exits and are equipped with wheelchair lifts only. Guests with pushchairs or wheelchairs can effortlessly manoeuvre around the reception, lobby, and bar areas, where comfortable chairs and sofas are available.

**Flooring and Lighting:** The lobby and ground floor restaurant and bar showcase a blend of flooring materials, including marble tiles, wooden flooring, and fitted carpet, contributing to a visually appealing environment. On the first floor, the breakfast area and meeting room feature marble tiling and fitted carpet, ensuring a cohesive aesthetic. Additionally,

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all other meeting rooms are equipped with fitted carpet, promoting a comfortable ambiance. Throughout the reception and lobby, LED ceilings and wall-mounted lights ensure excellent illumination, creating a welcoming atmosphere. The lobby and the atrium between the North and South blocks benefit from a glass roof, allowing natural daylight to filter in, further enhancing the overall brightness and ambiance.



**Check-In and Additional Services:** Check-ins primarily occur at the main reception desks, providing convenience for guests. However, we are flexible and can arrange check-ins in other areas upon request, catering to individual preferences. For guests requiring specific assistance, we offer a lowered reception desk, ensuring accessibility for all. Additionally, for those interested in exploring the property, we frequently accommodate show rounds, allowing guests to familiarize themselves with our facilities. We recommend pre-booking this service with our dedicated sales team to ensure a personalized experience tailored to your needs.

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## Bedrooms

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In the North and South blocks, we don't have ground floor bedrooms, but rest assured, every floor is easily accessible via lift. Accessible rooms are conveniently located between the 2nd and 6th floors. However, in the West block, we offer 13 ground floor rooms for added convenience.

All our rooms feature double beds with low bedside units and wardrobes equipped with lower rails, ensuring ease of access. For added security, each room is equipped with a lower peephole and a mini safe, along with an iron and ironing board for guest's convenience. While windows are fixed in the North and South blocks, guests staying in the West block can request windows that open.

Each room is equipped with air-conditioning for your comfort. Bedroom doors are marked with door numbers on the right-hand side, though they are not raised in Braille format. Our furniture is fitted, including desks, cupboards, and wardrobes, but we can remove items like chairs, luggage racks, and coffee tables upon request to accommodate individual needs.

Accessible rooms feature double beds, with ample space beside the bed for wheelchair users to transfer comfortably. The bed height to the top of the mattress is 62cm, with bed bases supported by legs. Lighting in the bedroom includes two bedside lights, and additional lighting can be requested, though availability is not guaranteed.

The decor features cream-colored walls and doors with dark wood frames around the doors and wardrobes. Light grey carpets adorn the bedroom floors, while bathrooms are fitted with white wall tiles and black floor tiles. All bedding and pillows provided are non-feather for guest comfort.

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For added convenience, all accessible bedrooms are equipped with telephones, and we offer one vibrating pillow (available on request, first-come, first-served basis), pull cords, and flashing lights in case of a fire alarm. While we do not have hoists available, instructions on activating subtitles on the TV can be obtained from reception.



## Bathrooms, Shower-rooms and Toilets

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In our fully accessible room, guests will find a convenient wet room shower with a wall-attached seat, ensuring comfort and ease of use. With grab rails strategically placed in all bathrooms and flat access from the bedrooms, guests can navigate the space safely. The spacious bathroom door opens to a width of 97cm, facilitating smooth entry. WC height measures 49cm, with a transfer side clearance of 81cm. The washbasin stands at a convenient height of 74cm, complemented by 43cm of clear space underneath. Support/grab rails are thoughtfully located near both the toilet and shower seat for added convenience. Featuring user-friendly turn mechanisms, the shower dials enhance accessibility. Additionally, the bathtub edge is conveniently set at 48cm for easy access. Well-lit with ceiling lights and fully encased LED lights from the shaving mirror, the bathrooms offer optimal visibility. White towels add a touch of luxury, while red emergency pull cords in both the bedroom and bathroom ensure guests' safety and peace of mind.



**Public Areas - Halls,  
Stairs, Landings,  
Corridors**

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Our corridors offer ample lighting with wall-mounted lights and ceiling spotlights equipped with motion sensors, ensuring safety and convenience. Spanning a comfortable width of 130cm, the corridors feature carpeted flooring for added comfort. With five lifts in the North and South Block and two in the West Block, guests benefit from audible announcements for enhanced accessibility. The top floor lift buttons are conveniently positioned at a maximum height of 110cm, with the call button at 95cm for ease of use. To cater to individual needs, guests are encouraged to request a Personal Emergency Evacuation Plan (PEEP) from the Duty Manager upon arrival. In the event of a fire alarm, guests should evacuate using the nearest emergency exit stairwell and gather at the designated meeting point on Godliman Street. Additionally, the hotel provides four evac chairs for emergency use, ensuring the safety and well-being of all guests





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### Public Areas - Lounges, Lobbies

Our lobby/lounge area is conveniently located on the ground floor, just 10 meters from the hotel's main entrance. As you step through the main doors—which have a clear opening width of 1.8 meters—you'll find a space that caters to both comfort and accessibility. The area is level throughout, allowing easy movement, and features a thoughtful mix of seating options, including high and low tables, comfortable couches, and armchairs. Abundant natural light floods the area through the glass roof, creating a warm and welcoming atmosphere. The flooring combines marble tiles, wood, and fitted carpet, providing both aesthetics and practicality. Five strategically placed TVs offer entertainment, and guests are welcome to enjoy food and drink in this inviting setting. The nearest WCs and an accessible WC are conveniently located, all with level flooring. We look forward to making your stay at the Leonardo Royal Hotel London St Paul's enjoyable and memorable!



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### Restaurant/Dining Room, Bar & Bar area

Our bar and restaurant, conveniently situated on the ground floor, offer accessibility options from both the reception area and the West Block, where a dedicated entrance leads to the atrium. The space is thoughtfully designed to accommodate wheelchairs, pushchairs, and any necessary furniture adjustments. In the evenings, the lighting is dimmed for a cosy ambiance, while daytime illumination remains consistent. The flooring combines wooden and tiled surfaces, with a small, carpeted area. We pride ourselves on catering to dietary requests—please inform us in advance. Our menus include calorific information and clearly indicate gluten-free options. Non-dairy milk is readily available. For added convenience, room service is happily provided. Whether you choose the bar or restaurant, your food will be brought to you promptly. Breakfast is a self-service buffet, and assistance is readily available if needed. Our attentive staff can also read out the menu upon request. As you dine, notice our beige or duck egg blue crockery, complemented by silver cutlery. Our tables are elegantly unclad. For convenience, the nearest WCs and an accessible WC are located on the same level.



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### Public Toilets

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In our accessible public toilets, we've taken care to ensure comfort and safety for all guests. When facing the WC, there is ample space to the left, measuring 28 inches (71 cms). The WC seat height from the floor is 49cms. Additionally, a sturdy grab rail is conveniently positioned to the left of the toilet. For any assistance needs, a red emergency pull cord is available, directly linked to our reception desk. Furthermore, our taps are thoughtfully marked with tactile indicators to distinguish between hot and cold water.



### Conference and Meeting Room

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Our hotel boasts a total of 16 meeting rooms, thoughtfully distributed across various levels. On the first floor, you'll find the Executive Boardroom. While the ground floor currently lacks meeting spaces, we have exciting plans for upcoming meeting areas. Moving to the lower ground levels, we have:

- Lower Ground Level 1: Nine meeting rooms, including the Pepys Suite, Compton Suite, Cornwallis Suite, Johnson Suite, Reynolds Suite, Nightingale Suite, Turner Suite, Fleming Suite, and Lawrence Suite.
- Lower Ground Level 2: Five meeting rooms: Dickens, Nelson, Lutyens, Donne, and Kitchener Suite.
- Lower Ground Level 3: A versatile event space known as Club Ten.

All our meeting floors are equipped with wheelchair and pushchair access. Additionally, each meeting room offers lift access and has disabled toilets. In case of emergencies, refuge points are strategically located on Lower Ground Floors 1, 2, and 3. Our well-lit spaces feature both spotlights and ceiling lights. While most meeting rooms can be flexibly arranged with different layouts, only the Executive Boardroom and Minus 2 (Nelson Suite/Wren Suite) offer delightful daylight. Lastly, rest assured that all conference floors have disabled toilets similar to those on the ground floor and the first floor.

The contact for Meeting/events hire is :

Meeting and Events Co coordinator :

T: +44 0161 774 1743

Email: [Londonevents@leonardohotels.com](mailto:Londonevents@leonardohotels.com)



## Gym and Leisure

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Our opening hours are as follows: Monday to Friday from 6:30 AM to 10:00 PM, Saturday from 7:00 AM to 10:00 PM, and Sunday from 7:00 AM to 9:00 PM. The gym, located on the -1 level of the building, is accessible via lifts and stairs, featuring a wooden floor throughout the workout area and equipped with Matrix and Technogym equipment. Additionally, we offer a spin bike studio and Yoga/Pilates studio room. Amenities include a drinking water dispenser and anti-viral cleaning spray, with towels provided upon arrival. For leisure activities such as swimming, steam room, sauna, and Jacuzzi, also located on -1 level, we have a non-slippery granite floor. The swimming pool is heated to a comfortable 28°C, measuring 18 meters in length with a depth of 1.2 meters, while the Jacuzzi is maintained at 36°C. Dress code is required for the unisex dry sauna and steam room, with lockers and towels available at the spa reception. Changing rooms offer shower facilities and amenities, including disabled toilets accessible via a lift.



## Assistance Dogs

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We welcome trained assistance dogs at all of our Leonardo Hotels across the UK and Ireland, in line with the Equality Act 2010 (UK) and the Disability Act 2005 (Ireland). Guests with assistance dogs are welcome to stay in all of our hotels and visit all public areas, including meeting and events, restaurants, and bars. Our team is trained to support guests with assistance dogs, ensuring a comfortable and accessible stay. If you have specific needs or require any adjustments during your stay, please contact the hotel in advance so we can make the necessary arrangements.

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### Additional Information

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**Nearest Hospital** - St Bartholomew's Hospital Address: West Smithfield, London EC1A 7BE

**Nearest Post Office** - City of London Post Office Address: 12 Eastcheap, London EC3M 1AJ

**Nearest Banks and ATMs** - Metro Bank Address: 120 Cheapside, London EC2V 7JB and Halifax Bank Address: 134/136 Cheapside, London EC2V 6BJ

**Nearest Police Stations** - City of London Police Station 182 Bishopsgate, London EC2M 4NP Address: 182 Bishopsgate, London EC2M 4NP - 0800 555111

**Emergency Number** - For any emergency (Fire, Police, or Ambulance), dial 999.

**Hotel Address** - Leonardo Royal Hotel London St Pauls Address: 10 Godliman St, London EC4V 5AJ Phone: +44 (0) 207 074 1000 Duty Manager: 07508 568591

**Website:** [www.leonardohotels.co.uk](http://www.leonardohotels.co.uk)