



The Beamsley Project

Information for Cottage Visitors.

The Beamsley Project
Harrogate Road
Hazelwood
SKIPTON
North Yorkshire
BD23 6JA

  01756 710 255

Email: info@beamsleyproject.org.uk
www.beamsleyproject.org.uk

Registered Charity 701574

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ACCIDENTS

There is an accident book in the pantry in the lounge. Please complete a form and pass to the Wardens. Information on how to get to the **A&E Dept at Airedale Hospital** is on the notice board in the dining room. It is about 7 miles to the hospital. ☎ 01535 652511

BANKS

SKIPTON: Barclays, HSBC, Halifax, NatWest, Lloyds TSB, Yorkshire.

ILKLEY: Abbey National, Barclays, HSBC, Halifax, NatWest, Lloyds TSB, Yorkshire.

There are cash dispensers at most of the above banks. In addition there are cash dispensers at Morrison's and Tesco's and Rendezvous Hotel in Skipton.

BATHING

In the bathroom there is a wheel-in shower. There are two shower chairs. In addition there is a Sea horse shower chair. Carers need to make sure that visitors are safely strapped into the chairs. The doors have to be lifted to move them.

BED LINEN

Spare bed linen is kept in the Visitors' Cupboard at the top of the stairs. There will also be supplies of toilet rolls and cleaning materials.

On departure day it would be appreciated if all used beds were stripped down to the fleece mattress cover. That is please take off the duvet cover, the top sheet and the bottom sheet and the pillow case and leave at the foot of the bed.

BEDROOMS

There are three rooms on the first floor reached by a through the floor lift. Each room has both convector and storage heaters. Each room has two single beds. One of the beds is an electrically operated bed.

CHEMISTS

Details of out of hour's service are displayed in chemists' windows.

Skipton

Boots at Fisher Medical Centre	01756 797 590
Tesco Pharmacy	01756 656 449
Craven Pharmacy	01756 792 767
Lloyds Pharmacy	01756 793 532

Addingham

Clayfield's	01943 831 462
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Ilkley

Boots	01943 608 476
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CLEANING

All facilities and equipment are thoroughly checked and cleaned prior to each group arriving. **However, we do expect groups to 'clean as you go' in order to maintain the premises in a hygienic and safe condition.** In particular, **waste bins and sanitary bins should be emptied on a regular basis. The sanitary bins should be emptied into yellow bags and placed in the yellow bin at the back of the building.**

A supply of cleansing materials is kept in the cupboard under the stairs.

CLINICAL WASTE

Nappies and, incontinence pads should be placed in WHITE BAGS inside the YELLOW BINS. The main yellow bin is outside the covered way. Please make sure yellow bags are firmly tied and do not mix with other waste.

DEPARTURE

We ask you to leave by 10:45 so that cleaners can prepare the Cottage for the next visitors. On departure please strip each bed and bold the sheets on top of the bed. If you have removed the protective coverings on the duvets and pillows please would you replace these.

EATING OUT

We can provide details of an outside caterer who will provide home cooked meals at very reasonable prices. Up the road at Storiths is the Buffers Tea room and there are several eating places at Bolton Abbey. More details can be found in the file kept in the Langbar Hall.

ELECTRICAL EQUIPMENT

All electrical equipment belonging to the Beamsley Project has been P.A.T. tested in accordance with Health & Safety regulations. It is appreciated that some visitors need to use their own electrical medical equipment. In such cases it must have been P.A.T. tested and the date of testing must be clearly indicated on the equipment. The Project reserves the right to refuse the use of any equipment not so marked.

EMERGENCY TELEPHONE NUMBERS

Warden : 01282 84 22 39 + answer machine
Mobile 0778 841 4079
Assistant Warden: 01943 830 711
Mobile 0777 9248183

Please note the Wardens are not resident on site, but can be contacted by telephone in an emergency.

If you are unable to contact the Wardens, members of the Management Committee may also be able to help.

EQUIPMENT

The Cottage is well equipped for many disabilities. The instructions for all equipment will be found in the files. If you

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are in doubt about any equipment please ask the Wardens before using it.

There are hair dryers, personal alarms, and a baby alarm.

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EVACUATION Everyone, especially leaders, should familiarise themselves with the emergency exits which will have been pointed out to you on arrival. We recommend that you carry out your own practice evacuation as soon as possible after arrival. Assemble away from the building on the paved area and out of the way of any emergency services. Should you need to evacuate the building please contact the Wardens or one of the Management Committee as soon as possible.

FIRE ALARMS It is the policy that there is **NO SMOKING** within the buildings. There are smoke detectors in the Cottage but if the alarm, in the adjacent Centre, goes off, it also sounds in the Cottage. Evacuate people out of the building; check that there is a fire and **telephone 999**. The Assembly point is by the BBQ in the garden.

FIRE EXTINGUISHERS These are for use in small fires. Visitors should not endanger themselves by trying to fight fires. Water type should not be used on electrical or fat fires.

Location	Type
Landing	Foam
Hall	Foam
WC	CO ₂
Kitchen	CO ₂ + blanket

FURNITURE We would appreciate it if furniture was not moved. However, we do understand that sometimes for particular reasons it is necessary to move things. In such circumstances all furniture must be returned to its original position before the group departs.

GAMES & TOYS A selection of games and toys is available. The use of any games and toys is at the discretion of carers and leaders. ***The Project cannot provide supervision or be held responsible for misuse.***

HEATING The Cottage is centrally heated and is controlled by a timer. When switched on each heater has individual controls. The right hand controls the heat and the left hand controls the speed of the fan. Full instructions are provided by each heater. Electric fans are also available.

ILLNESS **Doctors:**
Fisher Medical Centre Skipton ☎01756 799 622
Dyneley House Surgery Skipton ☎01756 799 811

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KITCHEN

The kitchen is organised on a self-catering basis and groups are responsible for the use of the kitchen. This means organising it in a hygienic manner and ensuring that high standards of food storage and preparation are maintained. Appropriate supervision of the kitchen is required at all times. The level of involvement of cared for visitors should be commensurate with their age and ability.

LIFT

There is a lift in the lounge giving access to the first floor. It only takes one person at a time. The person must be seated. Please note the lift dimensions and if you have any doubt about it taking your wheelchair consult the Wardens before booking.

- Door width 2' 5" (750 mm)
- Depth of lift 3' 9" (1200 mm)
- Max height 6' 5" (1.95m)
- Max load 39 st (250 kg)

It should not be used if there is a fire. ***Children and vulnerable adults should only use the lift under supervision.***

LOCATION

The Beamsley Project is situated in the former Beamsley Methodist Church. We are on the A59 Skipton to Harrogate road, one mile east of the roundabout at Bolton Bridge with the B6160 Addingham to Bolton Abbey road.

The full address is:

**The Beamsley Project
Harrogate Road
Hazelwood
Near SKIPTON
BD23 6JA**

Grid reference: ³086 ⁴532

MOBILE HOISTS

There are two Arjo Trixie mobile hoists and a Liko hoist plus a variety of slings. The slings are kept in boxes in the front bedroom. Carers should only use the hoist if they have had appropriate training and are familiar with the requirements for lifting people. You are encouraged to bring your own slings to avoid cross infection.

PETS

We regret that we are not able to take pets. In the case of Registered Assistance Dogs they must be adequately supervised at all times and not allowed to wander round the buildings or grounds. They must not be allowed in the kitchen and they must be toileted off the site.

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POWER CUTS In the event of a power cut there is a re-chargeable torch in the kitchen but emergency lights should illuminate the stairs.

RISK ASSESSMENTS A risk assessment has been carried out and is available to Leaders. However, Group Leaders are asked to ensure adequate supervision at all times and to carry out their own risk assessment as required by their LEA or managing body.

SECURITY There are several outside security lights that are sensor operated.

Under the covered way at the rear of the building there are wall lights with switches at both ends of the covered way.

SHOPPING In Skipton there is a market on Monday, Wednesday, Friday and Saturday. There are Tesco, Morrison's, Spar supermarkets. Tesco opens 24 hours and Spar opens until 11 pm
In Ilkley there are Tescos, Co-op, Kwik Save and Booth's supermarkets. There is also a Morrison's Local.

TAKE AWAY	Fish & Chips	Addingham Lees	01943 830 864
		Addingham Old Station	01943 830 610
		Skipton Bizzie Lizzies	01756 793 189
		Skipton Dalesman	01756 793 785
	Pizza	Skipton Chico's	01756 799 808
			01756 798 155
	Kebabs & burgers	Skipton Hong Kong	01756 799 342
			01756 701 285
	Chinese	Skipton Tung Po	01756 795 697
			01756 790 807
	Indian	Skipton Mastabs	01756 790 807
			01756 790 807
	Pubs	Addingham Craven Heifer	01943 830 106
Skipton Craven Heifer		01756 792 521	
Skipton Black Horse		01756 792 145	
Skipton Bay Horse		01756 792 449	
Embsay Elm Tree		01756 790 717	
Embsay Cavendish Arms		01756 793 980	
Gargrave The Anchor Inn			
Blubberhouses Hopper Lane			

TELEPHONE ☎ Office 01756 710 255

☎ Centre payphone for visitors 01756 710 514

☎ Cottage payphone for visitors 01756 710 480

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TOURIST INFORMATION CENTRES	Blackpool	01253 478 222
	Bradford	01274 753 678
	Fleetwood	01253 773 953
	Grassington	01756 751 690
	Harrogate	01423 537 000
	Haworth	01535 642 329
	Ilkley	01943 602 319
	Leeds	0113 242 5342
	Lytham St Anne's	01253 725 610
	Malham	01969 652 380
	Morecambe	01524 582 808
	Ripon	01765 604 625
	Skipton	01756 792 809
York	01904 621 756	

TV There is a TV and DVD in the lounge. There is a Freeview Guide on
Channel 1 = BBC 1 from Leeds
Channel 2 = BBC 2
Channel 3 = ITV Yorkshire
Channel 4 = Channel 4
There is no reception for Channel 5.

**VEHICLE
PROBLEMS** AA ☎0800 88 77 66
RAC ☎0800 55 05 50
GREENFLAG ☎0345 670 345

There are several garages in Skipton and Ilkley with major agencies such as Ford, Renault, VW & Peugeot. Petrol can be obtained at the garage at Hambleton about 2 miles along the A59 towards Skipton, or in Skipton and Ilkley. In Skipton both Tesco and Morrisons have petrol stations. Tescos can be used 24 hours (using credit card) and there is a 24 hour Esso station at Cross Hills.

WATER The main stopcock is in the downstairs toilet. Immersion heaters heat the water automatically.

**WHEELCHAIR
PROBLEMS** Airedale Hospital operates a repair service that has been very helpful to visitors. ☎ 01535 292228