DIRECTIVE No. S/2024-09-01/BP

ON ACCESSIBLE FACILITIES AND SUPPORT FOR PERSONS WITH DISABILITIES

Vysoká škola NEWTON, a.s. (hereinafter referred to as the "University")

Article I.
Purpose and Scope

The Institution creates conditions for accessible education, work and participation in academic life for persons with disabilities. This Directive applies to applicants, students, employees, academic staff, lecturers, visitors and other persons participating in the Institution's activities.

This Directive governs the accessibility of the Institution's Prague campus located at the Prague Congress Centre. It does not apply to the Institution's campuses in Brno and Bratislava.

When arranging teaching, examinations, consultations, work meetings and other events at the Prague campus, the Institution takes into account the need for barrier-free access and reasonable organisational adjustments.

Article II.
Access to the Building and Movement Within It

The Institution provides education at the Prague Congress Centre; its premises are located on the fourth floor of the building. Access to the Institution's premises is through entrance No. 6. The building has numbered and marked barrier-free entrances on all sides; entrance No. 6 is one of them.

The basement level, which includes parking, and all levels from the ground floor to the fourth floor are accessible to the public. Movement between floors is provided by lifts. Lifts A1 and A2 are located behind southern entrance No. 10 and serve the floors from the ground floor to the fourth floor. The lifts have automatically opening doors with a clear width of 110 cm and a cabin 200 cm wide and 170 cm deep. The building also

has a special staffed lift K1 connecting the basement level to the fourth floor; its doors and cabin are 240 cm wide and the cabin is 500 cm deep.

Where a person requires assistance with orientation, access or the use of building facilities, the Institution shall, to a reasonable extent, coordinate arrangements with the building operator.

Article III.
Accessible Facilities, Toilets and Parking

When planning teaching, examinations, consultations and events, the Institution gives preference to accessible facilities for persons with disabilities. Facilities with movable furniture may be arranged, where necessary, to create a space for a wheelchair user.

Accessible individual toilets are available in the building on floors one to four. On the fourth floor, the central area contains separate accessible toilets for women and men with doors 81 cm wide and a cubicle measuring 183 × 167 cm. Two further individual toilets are located in the eastern and western parts of the floor, with doors 80 cm wide; the cubicles measure approximately 214 × 163 cm and 202 × 198 cm.

If an event or teaching activity is planned for the ground floor or another area with limited accessibility, the Institution shall, at the request of the person concerned, assess the possibility of using another suitable space or adopting a reasonable organisational measure.

There are two marked parking spaces in the basement level for vehicles transporting persons with disabilities. Parking or another method of arrival should be discussed in advance with the Institution or, as appropriate, with the building operator.

Article IV.
Individual Support and Contact

An applicant or student requiring an adjustment to the organisation of teaching, an examination or access to facilities may contact the **Study Department** or the **Advisor for Students with Special Needs**.

An employee or job applicant may contact the **People Team** at people@newton.university.

Requests are assessed individually, taking into account the nature of the need, the possibilities of the relevant facilities and safety requirements. The Institution protects the privacy of persons requesting support and processes information only to the extent necessary to ensure accessibility and support.

Article V.
Feedback and Final Provisions

A concern regarding the accessibility of facilities or the support provided may also be submitted through the whistleblowing platform on the Institution's intranet. The Institution shall assess the concern appropriately and take corresponding measures.

This Directive was published by posting it on the Institution's official notice board on 1 September 2024 and is accessible to all persons to whom it applies.

Done in Prague, on September 1, 2024

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For and on behalf of Vysoká škola NEWTON, a.s.

Anna Plechatá Krausová, DPhil.
Chairwoman of the Board of Directors