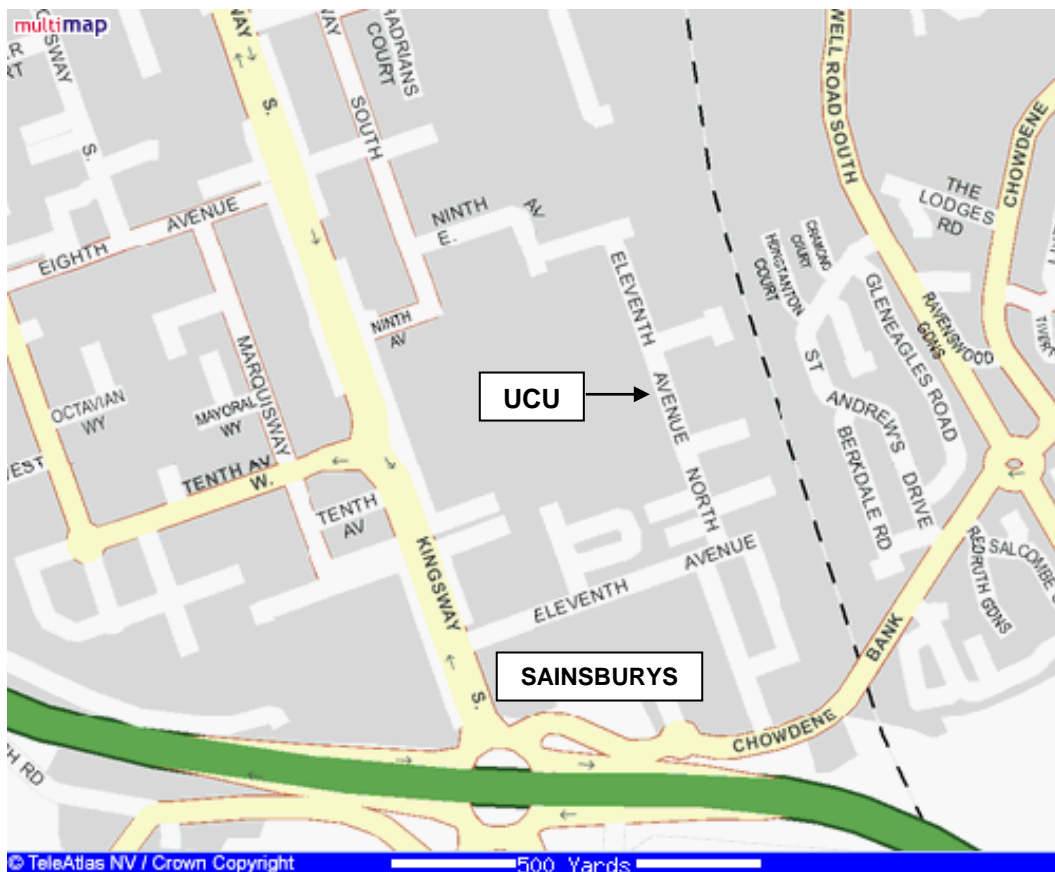




## Directions to UCU Northern Regional Office

J32 The Avenues  
Eleventh Avenue North  
Team Valley Trading Estate  
Gateshead  
NE11 0NJ



Sat-navs indicate our location incorrectly. We therefore encourage visitors to use the directions provided below and not rely on sat-navs.

Directions from the North	Directions from the South
From the A1M, take the second exit signposted Team Valley (after the Gateshead town centre exit).	From the A1M, after you pass the Angel of the North, Team Valley comes into view. Take the exit sign posted Team Valley.
Turn left at the traffic lights.	At the roundabout take the fourth exit of the round about on to Team Valley.
Turn right at the roundabout (third exit) on to Team Valley.	Stay in the right hand lane.
Drive straight along this road (Kingsway South), over two roundabouts.	Go right around the next roundabout – travelling on the other side of the carriageway, back in the direction you have just come from.

At this point, the directions are:

Shortly after the roundabout turn left (next to a bus stop) onto Eleventh Avenue.



Go almost to the top (just after Screwfix on your right, with the Plumb Centre ahead of you) and turn left into Eleventh Avenue North.



Take the third exit on the left.



## **Visitor parking**

Parking is available at the side of the row of offices. Please do not park in front of the offices as allocated parking operates here.

If, due to a mobility issue you require a car parking space immediately outside of the office's front door, please contact the Regional Office to arrange this.



**Q1: How will we be warned there is a fire?**

The fire alarm will sound. If there is a power cut, the emergency lighting will come on.

**Q2: I am young, infirm, disabled or sensory impaired and may require assistance in an emergency. Should I advise anyone of this?**

On your arrival, please advise the member of UCU staff you are visiting.

**Q3: If I discover a fire what should I do?**

Press the fire alarm button to activate the alarm. UCU has two fire alarm buttons, one on each floor.

**Q4: Where are the fire alarm buttons?**

**Ground Floor** : From the foyer : to the right of the door which leads to the offices, round the corner of the wall.

**First Floor** : From the first floor landing, through and to the right of the door which leads to the offices

**Q5: Where is the fire fighting equipment?**

**Ground Floor**

On the left side of the main office, near the door :

Kitchen wall :

Water and CO2 extinguisher

Fire Blanket

**First Floor**

Landing

To the right of the door which leads from the landing to the offices :

Water

Water and CO2 extinguisher

**Q6: What should I do on hearing the fire alarm?**

Go immediately to the nearest exit. This will be the front door. NB: If you are on the first floor and the fire is between yourself and the front door, please stay calm, the stairwell is fire safe, stay where you are for rescue.

Once out of the building, turn right and make your way to the grass area at the end of the offices.

**Q7: Who is the fire warden and what will they do?**

Emma Alexander will:

- 1) Phone the fire brigade when the alarm sounds
- 2) Remove the in/out wall chart from the office and take it to the assembly point
- 3) Use the wall chart to check everyone is accounted for.

**Q8: On occasions when the fire warden is not in the office, what will happen?**

Another member of UCU staff will do above duties.