

Dalkeith

Public Transport



By Rail, Edinburgh Waverley Station
East coast main line, Glasgow and Fife lines. For more information on train times and operators, phone 08457 484950. SQA is approximately 20 minutes taxi journey from the station, alternatively, refer to the bus times below.

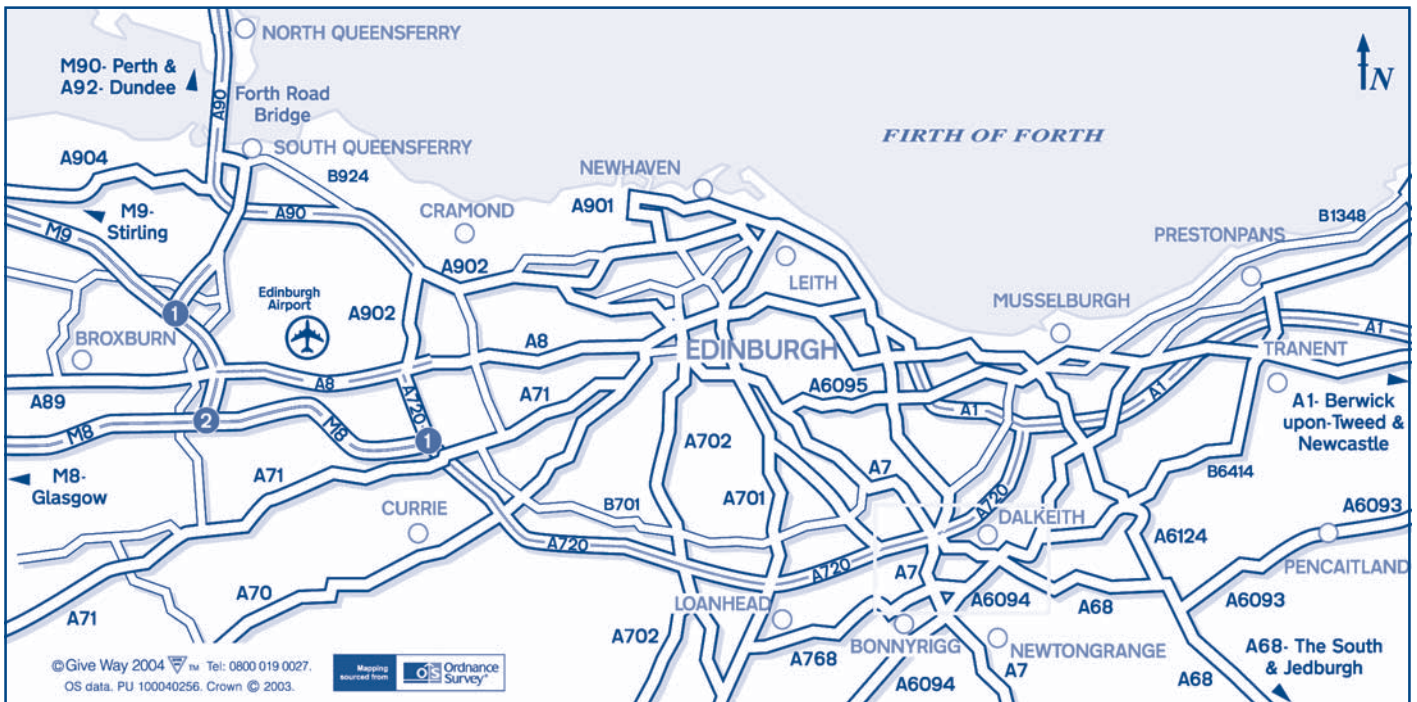
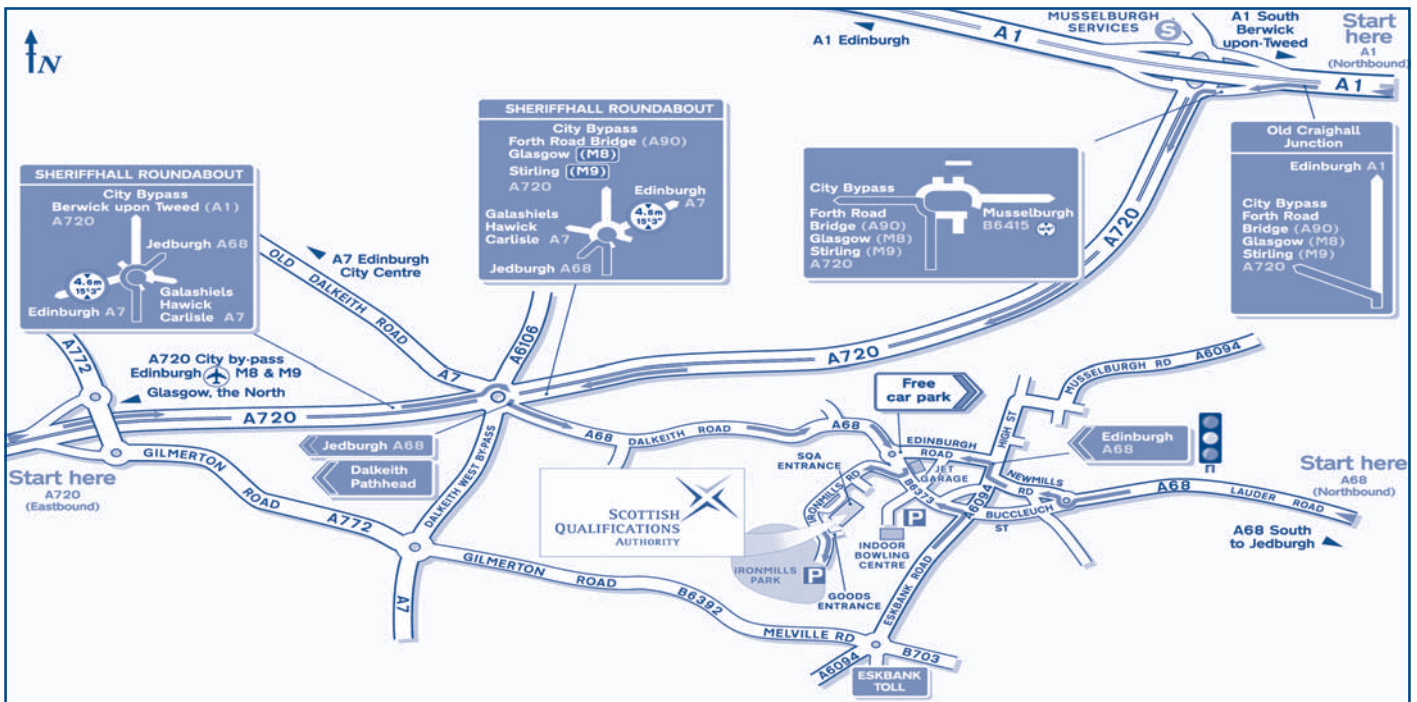


By Air, Edinburgh Airport
Situated west of Edinburgh, on the Glasgow Road (A8). The Airport is a 20 minute drive from Dalkeith, see locator map below.



By Bus, Lothian Regional Transport (LRT) and First Bus

Route numbers 3, 3A LRT and 86 First Bus depart from the bus stop on Princes Street opposite Waverly Bridge. Visitors using local buses should alight at either Lugton Bridge or Old Edinburgh Road, immediately upon entering Dalkeith. The offices are situated 2–3 minutes walk from the bus stop.



Visitor Information

Visiting SQA offices

Refreshments will be provided during all meetings. If lunch is also included, your meeting host will inform you of the location. A vegetarian option will be provided. If you have any special dietary requirements, please inform your meeting host in advance.

SQA recognises and accepts its responsibility to provide a safe and healthy environment to all who work within their premises. A copy of our Health and Safety Policy is available on request and the Health and Safety Statement is posted on noticeboards throughout the buildings.

All visitors to SQA premises will be issued with a security pass on arrival at the building. This pass must be worn in a prominent place at all times while in the building and returned to reception on departure.

Ironmills Road, Dalkeith

On arrival — please report to reception and sign in. After signing in you will be issued with a visitor badge, which for security and safety reasons, must be worn throughout your visit. Please remember to sign out and return the badge on departure.

Parking — Limited parking is available for disabled drivers only. To request a space, please contact Dalkeith reception prior to your visit. Illegally parked vehicles will be removed. Parking can be found at the Indoor Bowling Club nearby (see map for directions). Please take care not to restrict access on Ironmills Road for emergency vehicles.

SQA mini-bus — a shuttle service is available between SQA and Waverley train station at the following times: 8.45am and 9.30am, Monday to Friday. Please contact reception on 0131-561 6820 to book. Return transport must be requested by using the taxi request form which is available in meeting rooms. Please advise reception as soon as possible if you need to cancel.

NB in the unusual event of a shuttle run being cancelled by SQA, please use a taxi and where applicable, request reimbursement using an expense claim form.

Toilets — are situated on each floor, with additional disabled facilities on the ground floor.

Staff restaurant — visitors are welcome to use the restaurant which is situated on the ground floor and is open for breakfast 9.30–10.30am, lunch 12.30–1.30pm, and for home baking/confectionery between 2.30–3.00pm.

Smoking — is only permitted in the smoking zone in the rear carpark.

Evacuation Alarm — is a continuous bell. In the event of an evacuation, please vacate the building immediately, but at walking pace. Directions to the nearest emergency exit are clearly displayed throughout the building. Once outside, proceed to Ironmills Park at the west end of the premises. The Dalkeith alarm is tested every Friday at 10.00am.

