# Chadwick House

## About Chadwick House

Chadwick House in Warrington is our company Head Quarters and our main office location. It is home to many of our senior team and most of our professional services functions such as finance, commercial, HR, communications, legal and IT. In addition, a number of our technical teams – such as mathematical modelling and engineering teams – are also based at this location.

The NNL Suite is on the 5th Floor of Chadwick House which is located on Birchwood Park. The Park is home to a number of nuclear organisations such as Sellafield Ltd, Nuvia and Cavendish Nuclear.

There are approximately 530 people based here. The NNL Chadwick postal address is:

Chadwick House Birchwood Park Warrington Cheshire WA3 6AE Tel No: +44 (0)1925 933744

## Working at Chadwick House

### **Office Opening Hours**

Chadwick House is open from 07:00 to 19:00 Monday to Friday. NNL Reception is open from 08:00 to 16:30 Monday to Friday.

#### **Site Induction**

For unescorted access to Chadwick, you will need to complete the site induction on e-learning.

#### Accessibility

Should you require any reasonable adjustments or additional facilities whilst working at Chadwick, speak to your manager or your HR Business Partner. The Reasonable Adjustments Passport will be completed so arrangements can be made accordingly.

#### **Hybrid Working**

NNL has adopted a hybrid approach to work which enables you to combine working from home with working on site if this is appropriate for your role.

There is no desk booking system for Chadwick House desks. Desks are used on a first come first served basis. Touchdown points and quiet spaces are also available throughout the office. Speak to your Line Manager for further information on local working arrangements.

#### **Meeting Rooms**

There are a number of meeting rooms of varying sizes located throughout the NNL suite which are bookable via the Outlook calendar. The meeting rooms which have 'hub' in their name have facilities to hold Teams meeting.

#### **Welfare Facilities**

Toilets are located in the east zone just outside the main office area and at the south entrance of the office.

There is a kitchen where tea, coffee and milk are provided. Vending facilities are located opposite the kitchen. A seating/dining

area is also available adjacent to the vending machines.

Other facilities available include a Contemplation/Rest Room, Multi-Faith Room and break out area.

The Café is situated opposite to reception on the ground floor of Chadwick House, and is open from 07:30 to 16:30 selling refreshments, sandwiches, newspapers, etc.

There are also communal facilities on each floor of the building.

#### **Car Parking**

Parking is available on the Long Stay car park. To claim free parking, take a ticket upon entry and get the ticket validated at the Chadwick House Reception desk on the ground floor when leaving. If Reception is closed, go to the Security Office to validate your ticket.



Limited parking is available on the Short Stay car park next to Chadwick House. Employees who regularly spend time at Chadwick and/or have any accessibility issues should contact Chadwick House Facility Manager to request a car park pass. The Short Stay car park has an allocated number of parking spaces available to NNL employees. If you intend to stay longer than 2 hours you should park in the Long Stay Car Park.

#### Working on Birchwood Park

Birchwood Park is located just outside Warrington and offers a number of amenities for people working on the site.

- The Engine Rooms onsite restaurant, café and meeting facilities
- Birchwood Park Gym
- Busy Naught to Fives nursery

Visit the Birchwood Park website to find out more.

#### Transport

Birchwood Park offers a free shuttle bus service which links the Park to Birchwood Train Station and Shopping Centre. The shuttle bus stops outside Chadwick House. <u>Free Shuttle Bus</u>

