

Scottish Courts
and Tribunals Service



Visiting

Lerwick Sheriff Court



This leaflet will help you to
plan your visit to the Lerwick
Sheriff Court

If you require more information
about anything here you can
email:



enquires@scotcourts.gov.uk

or telephone the Property and
Services Unit on:



0131 440 3300

or text phone

18001 0131 444 3300

(Full contact details are on
page 18)

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Location Details



Lerwick Sheriff Court is located on King Erik Street. The Court House is a traditional Court building having been built in the 1875.

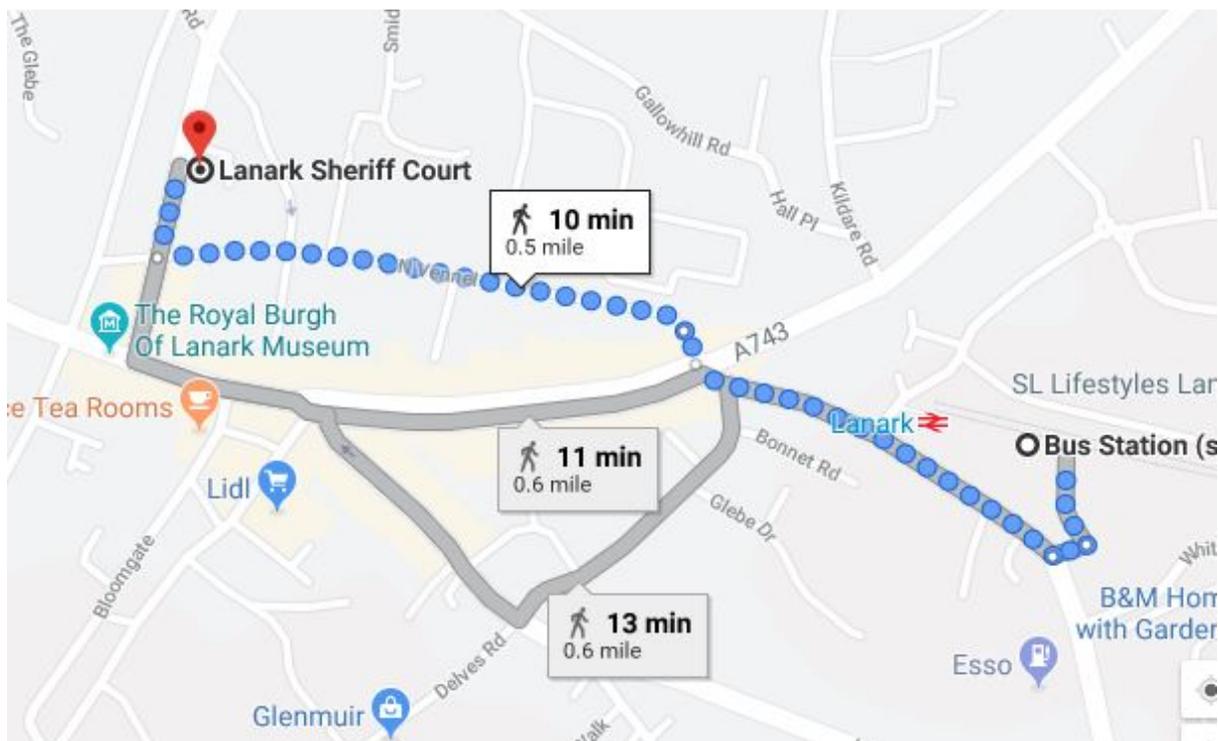
Ways of getting to the Court Building

By Bus

Local and out of town buses stop at Viking Station, which is just a 5 minute walk from the Court building.



Timetables are available [online](#).



Map data ©2016 Google

Bus station location



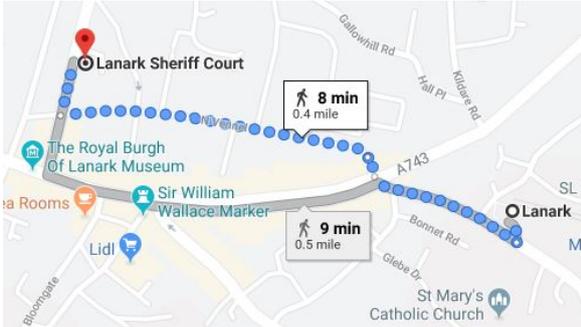
By Train

There is no rail station in Shetland

By Public Transport

Contact Traveline Scotland for all public transport enquiries and assistance on **0871 200 22 33** or visit

www.travelinescotland.com



By Car

There is no public parking available at the court house. There are a number of car parks within the town centre which are clearly sign posted.



By Taxi

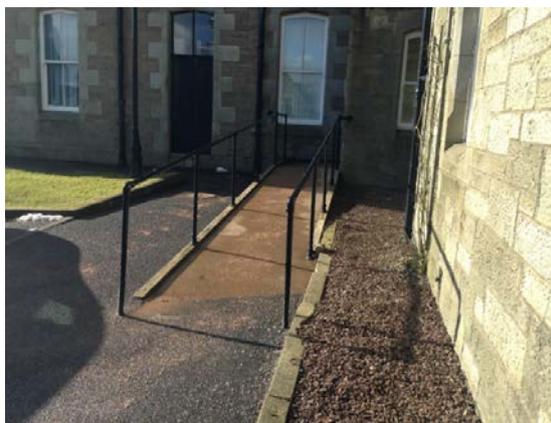
There is no taxi rank at the court. Taxis can be found at Victoria Pier.



On Arrival



Entrance steps



Entrance Ramp

Entrance

The main public entrance has steps on the front elevation. The main reception desk is in the main concourse area at the entrance on the ground floor.

Wheelchair users can access the court by using a separate designated disabled access route located through the main car park to the east side of the building.

If you have any access issues, please contact 01595 693914 in advance.

The courtroom is on the first floor of the building



Security Check

Please report to the reception desk.

It is here that all visitors should report to for advice on direction to the appropriate court. The area around this reception is ample enough for wheelchair users to manoeuvre freely.



Reception



If you have a wheelchair or a pushchair and you require specific access assistance, please telephone:



01595 693914

or textphone

18001 01595 693914

For further information on the layout of the court building please refer to the floor plan layouts on pages 15 and 16.

Facilities



Toilets

Public toilets available on ground floor of the building.

Accessible toilets available on the ground floor.

Signage

High contrast signage is provided around all circulation areas to ensure the public zones are easily navigated.



Refreshments

There are cafes, restaurants and hotels which serve food and refreshments, within a few minutes walking distance from the court. If you are on a sitting jury, lunch and refreshments will be provided for you if the court sits into the afternoon.

Hearing Loop

For people who are hard of hearing a fixed loop induction service is available in all courtrooms. Please contact 01595 693914 if you require to use this facility.



Courtroom



Typical court room



The courtroom is well and has full loop facilities. The seating area is not very spacious and as such it does not demonstrate a good ability to access all users.

Due to there being no lift for disabled users to access the first floor where the main courtroom, witness rooms and jury room are located, there is a designated room made available on the ground floor with video link into the courtroom above

Lifts

There is no lift in this court.



Witness Rooms



Typical witness room

There are two witness rooms located on the first floor. As such, these rooms are not accessible for wheelchair users. Users with visual impairment may wish to contact the court for any need they require to access the accommodation.



Typical Jury room

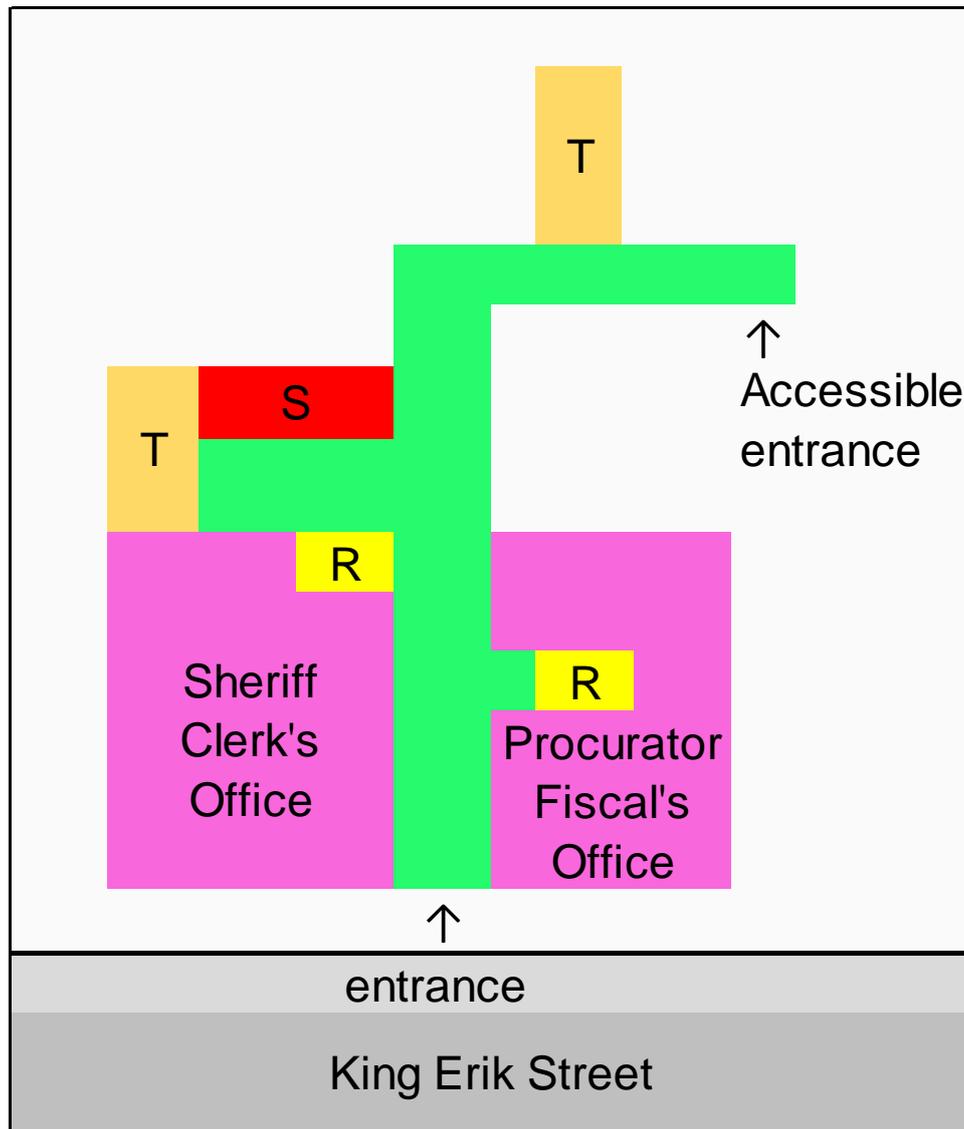
Jury Rooms

There is one Jury room located across on the first floor. As such, this room is not accessible for wheelchair users.

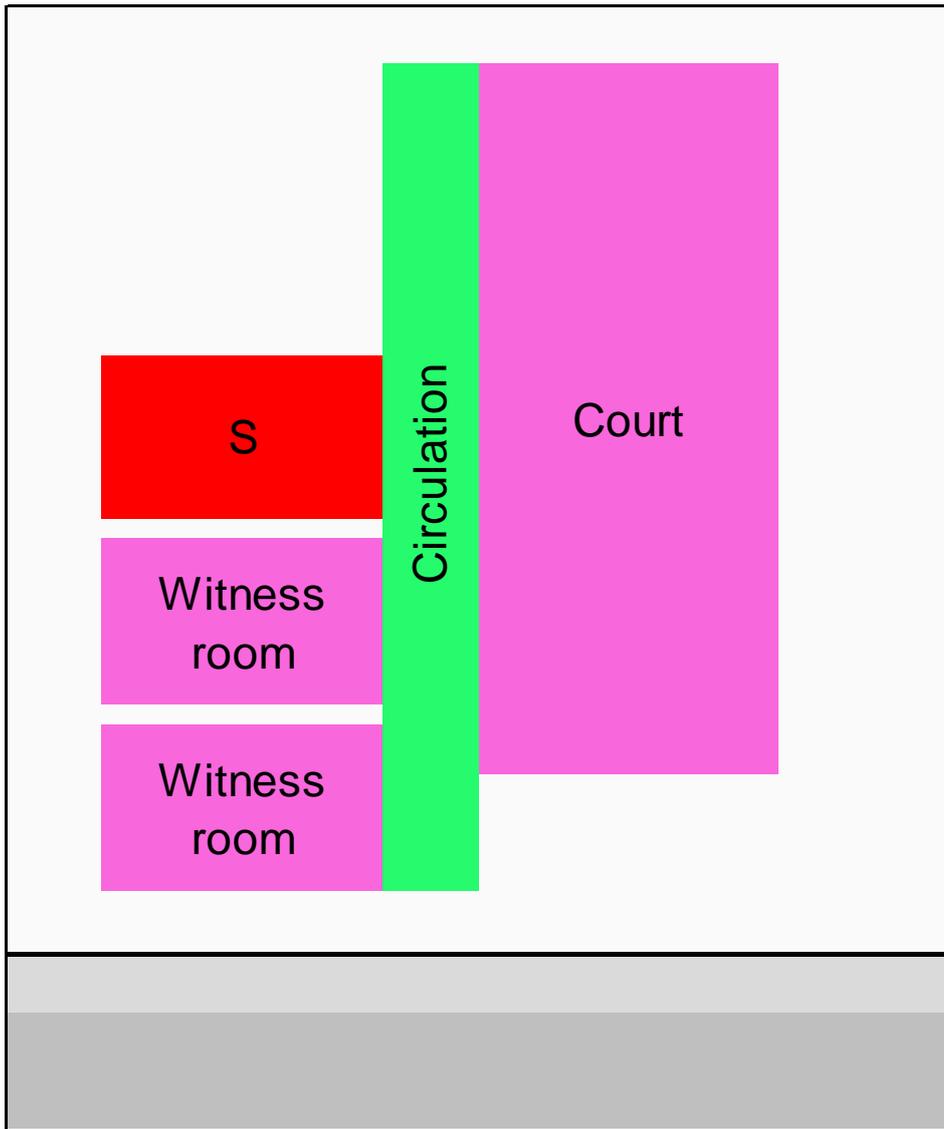
Fines and Criminal Office

There is only one office which deals with all court business

Floor Plans



Ground Floor Layout



- | | |
|---|--|
| R Reception | A Accessible Toilet |
| L Lift | T Male and Female Toilet |

First Floor Layout

Opening Times

Weekly

Monday to Thursday: 9am to 4:30pm

Friday: 9am to 4:00pm

The court is closed from 1300 to 1400 daily.

Public Holidays

2019

01 – January	Tuesday	New Year's Day
02 – January	Wednesday	2nd January
30 – January	Wednesday	
19 – April	Friday	Good Friday
22 – April	Monday	
06 – May	Monday	Early May Bank Holiday
03 – June	Monday	
12 – August	Monday	Summer Bank Holiday
02 – December	Monday	St Andrew's Day (substitute day)
25 – December	Wednesday	Christmas Day
26 – December	Thursday	Boxing Day

Contact Information

Postal Address

King Erik Street



Lerwick

Shetland

ZE1 0HD

Sheriff Clerk

Jan Hunter



Main Telephone

01595 693914



Email

lerwick@scotcourts.gov.uk

Additional Information

If you require this document
in an alternative format
please contact the Property
and Services Unit at the
below address.



enquires@scotcourts.gov.uk



**The Scottish Courts and
Tribunals Service**

Saughton House

Broomhouse Drive

Edinburgh

EH11 3XD



0131 444 3300

or text phone

18001 0131 444 3300

Accessibility contact

If you want to contact us using text relay please follow the guidance at this link - [the Next Generation Text Service](#)

If you require the support of an interpreter when you contact a court (by phone or attend in person), a telephone interpretation service is available. To access this service ask for telephone interpreting and the language required. This service is NOT available during actual court proceedings.

If you use British Sign Language (BSL) and wish to phone us using a sign language interpreter, you can use the online video relay interpreting service. For more information see the contactSCOTLAND website. www.contactsotland-bsl.org

This Report

This report has been compiled using the Scottish Accessible Information Forum, 'Making Information Accessible' guidance published September 2014.

A copy of our Court Users' Charter can be accessed [here](#)

Should you require this document in another language or format please contact:

Court Services Branch
Scottish Courts and Tribunals
Service
Spur N1,
Saughton House
Broomhouse Drive
Edinburgh
EH11 3XD
csbenquiries@scotcourts.gov.uk
0131 444 3455

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Information to be confirmed:

1. Facilities – Signage and hearing loop text
2. Fines and criminal office text and picture
3. The civil office text and picture