WE BRING TOGETHER PEOPLE, CULTURES AND IDEAS TO DEVELOP RESPONSIBLE LEADERS WHO TRANSFORM BUSINESS AND SOCIETY.
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1. INSEAD Campus: Activities and Services

**Corporate name:** INSEAD – Europe Campus  
**Address:** Boulevard de Constance – 77305 FONTAINEBLEAU CEDEX  
**Phone:** +33 1 60 72 40 00  
**Website:** [www.insead.edu](http://www.insead.edu)

**Represented by:** Peter ZEMSKY – Dean  
**Siret:** 775 703 390 000 10  
**Naf:** 8542Z

**Activities:** Higher education, catering, hotel and car parking  
INSEAD is one of the world's leading and largest graduate business schools in the world. Fontainebleau, the home of INSEAD's Europe Campus, is spread across ten hectares, nestled in the vast forest of Fontainebleau. Opened in 1967, it has gradually expanded with the buildings that currently make it up. For a complete description, please consult the school's website: [www.insead.edu](http://www.insead.edu).

**Public building type:** the INSEAD Campus is composed of buildings of 2nd to the 5th classification category, over several levels (see plans).

This document concerns only the teaching and catering areas and car parks at Constance and Le Cercle buildings. Hotel Ermitage and Hotel Clos Saint Merry are subject of dedicated accessibility registers.

The registers are available for public view on site at the Main or Hotel Receptions during opening hours. They will shortly be available on the INSEAD website under the Accessibility section ([https://www.insead.edu/campuses/europe](https://www.insead.edu/campuses/europe)).

A document for Ad'AP has been established. A safety register exists for each building.
2. INSEAD Campus: Accessibility to Services

INSEAD is committed to making its Europe campus in Fontainebleau accessible to all. To this end, the school has appointed a disability advisor to guide and supervise the process. The school is also registered with the RHF (Ressources Handicap Formation) programme of Agefiph and benefits from support for individual situations, but also to help us in our steps towards universal accessibility.

We are also developing accessibility with the adaptation of course materials and teaching aids. Course materials can be printed if necessary. We offer most of our courses in a distance learning format to limit fatigue and travel and to allow access to people with visual or hearing impairments, physical and invisible health disabilities.

We provide an active pedagogy and constantly aim to improve through practice (learning by doing), integrating playful, visual and dynamic tools rather than theory that is less easy to integrate.

Currently, the services offered by INSEAD in its facilities (teaching & catering areas, hotels, car parks...) are accessible for disabled people. However, due to building design, some services are more accessible than others. It is recommended that disabled people make themselves known in order for the INSEAD teams to consider accessibility to services and undertake necessary adaptations allowing the best experience possible.
Main Building, Galleries, Camembert & Amphitheaters
Main Building & Gallery – Ground floor
Break-Out Room (BOR)

Main Entrance:
(Rue Plessis Mornay)
Automatic door access

Main Reception

To "Nord Wing"
(not available to the public)

Security Office:
Ramp access

To Infirmary and "CII":
Ramp access

To "Camembert":
Elevator access

Infirmary

update 01/18/2023
Camembert – Ground floor
Amphitheaters

To Upper Gallery BoRs
Elevator access

To Freddy's Bar (-1) & Restaurant (+1):
Elevator access

To South Wing
To "Main Building-Galleries Amphitheatres":
Ramp access

Security Office: Ramp access

Centre of International Information (CII) / Doriot Research Hub
Ground floor

Doriot Library
Reception Desk

Admin Offices

Infirmary
CII – 1st & 2nd floor (same configuration)
South Wing (SW)
Ground floor and Level 1
This building includes Break-Out Rooms (BoRs) and amphitheatres currently not wheelchair accessible. Services are available in the other adjacent buildings and teaching programs are planned accordingly.

EuroAsia Centre (EAC)
This building is currently under construction and is not accessible.

North Wing (NW)
This building is reserved for INSEAD administration and is not open to the public.

Bar & Main Restaurant
Freddy’s Bar – Please report to bar staff assistance.
To "West Wing" & Fitness Centre: Elevator access

Main Restaurant
Please report to the cafeteria staff for assistance

To "Camembert" (-1)
& Freddy's Bar (-2): Elevator access
West Wing (WW)
Ground floor – BoRs and Amphitheater
1st floor not available to the public (admin offices)

To Freddy's Bar (0)
& Restaurant (+1): Elevator access

To Ermitage Hotel
**East Wing (EW)**
Ground floor – Meeting rooms and Amphitheaters

ACCESSIBILITY REGISTER
CONSTANCE – LE CERCLE

Main Reception (Main Building)

Route du Plessis Mornay Esplanade

Elevator

Amphi
East Wing (EW) 1st floor
Admin offices
East Wing (EW) 2nd floor
Admin offices
Plessis Mornay Learning Space (PMLS): Classrooms, Offices, Rotunda Dining Rooms
Building A Ground floor – Amphitheatres & BoRs
Building B Ground floor – Admin Offices
Plessis Mornay Learning Space (PMLS) 2nd floor
Buildings A & B – Admin Offices
Underground Car Parks: CII, PMLS, EW, WW/Hotel Ermitage

CII, PMLS, EW & WW buildings have underground car parks. The entrance and exit access ramps are the same for CII, PMLS & EW. The West Wing/Hotel Ermitage car park is for West Wing and Ermitage residences.

Spaces for disabled visitors are reserved in each car park. Each park has an elevator to access to the buildings:

West Wing / Hotel Ermitage Car Park

The West Wing / Hotel Ermitage car park has spaces equipped with electric charging stations sized to be accessible to wheelchair users.

The reserved spaces for wheelchair users are located in the forecourt of Hotel Ermitage.
PMLS/ CII/ EW Underground Car Park
Level -2
Le Cercle: Main Building/Executive Dining Rooms, Cercle West, Cercle East/Stables, Cercle South
Le Cercle is located on the other side of the Boulevard de Constance in the Rue Royale.
It is composed of 4 buildings and has its own car park:
- Cercle Main Building / Executive Dining Rooms – Ground floor is open to the public (other floors are reserved for INSEAD administration)
- Cercle South – open to the public
- Cercle West – offices reserved for INSEAD administration and not open to the public
- Cercle East or Stables – offices reserved for INSEAD administration and not open to the public

Cercle Executive Dining Rooms – Ground floor

Please ask for assistance crossing the landing step
3. Accessibility equipment maintenance

Adapted equipment
► Equipment is maintained and repaired
► Staff know the equipment

Contact: Campus Services 4444

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<tr>
<td>Automatic doors</td>
<td>Main Building PMLS Cercle South</td>
<td>DALKIA</td>
<td>Daily maintenance Annual external controls</td>
</tr>
</tbody>
</table>

Work in progress:

⚠️ West Wing elevator currently being replaced and out of order
✅ This equipment will be accessible in March 2023
✔️ Assistance available on request or upon reservation
4. Staff training

*Booklet "Welcoming people with disabilities"

Staff are made aware of the need to adapt their reception of people with disabilities.

5. Administratives documents

Ad’AP n°077 186 15 P0268
SOCOTEC audit reports