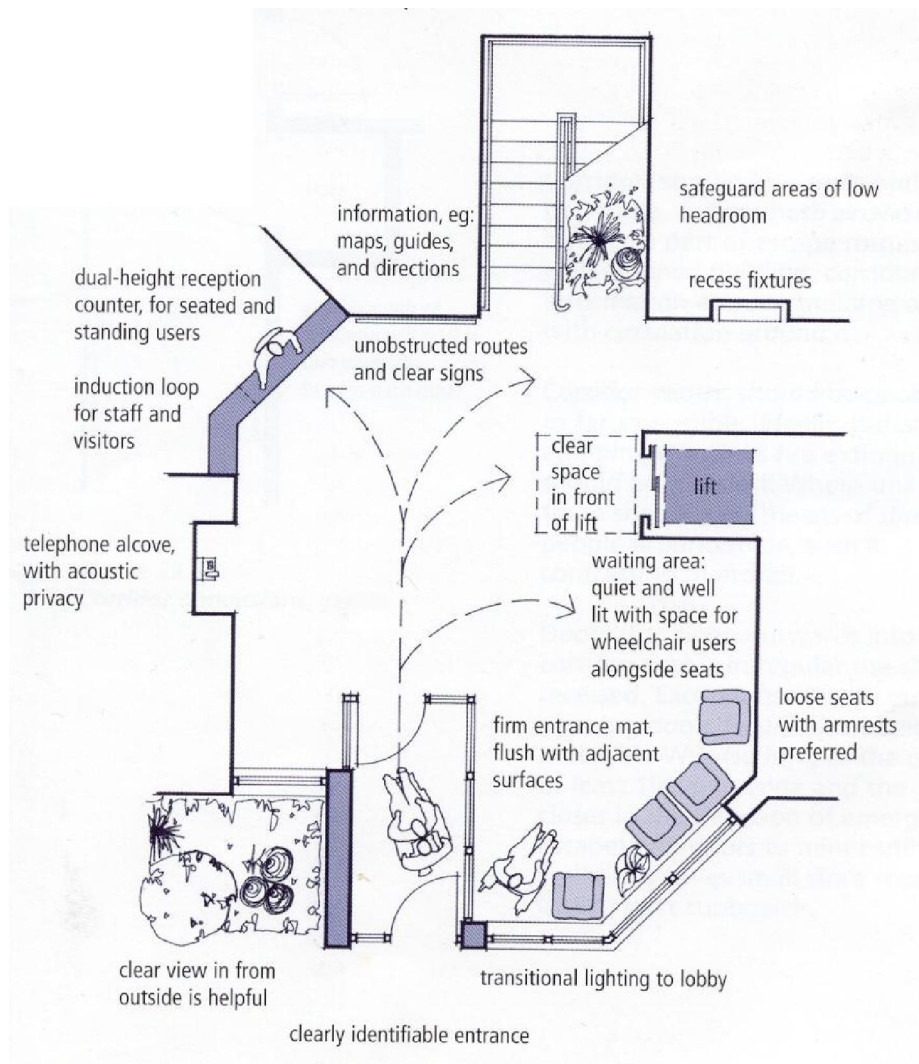


Well designed entrance foyers provide a transition space from the outside of a building to the inside of the building and thus, they help to orientate people once they get inside.

- A clear view in from the outside is very helpful.
- The foyer should be well lit with adequate circulation space. The routes to the main areas of the building should be well signed, easily visible, clearly defined and unobstructed. The main areas of a building would include the reception, information point, lift, stairs, kitchen/café and toilets.



**Figure
 Entrance foyers**

- If the reception area is in the lobby it should be located away from the principle entrance (while still providing a view of it) in order to reduce the impact of external noise. Sliding glass reception windows should open fully so that people can have an audible conversation.
- Both the receptionist and the visitor faces should be visible and well lit to support lip reading. Additional guidance can be found in 'Counters and Service Desks' and 'Induction Loops'.