



## USEFUL INFORMATION FOR DELEGATES



Monica Partridge Building  
University Park Campus



# WELCOME

We are delighted to welcome you to the University of Nottingham and hope that you enjoy a memorable stay with us. Enclosed is some useful information whilst you are staying with us. Should you require any further assistance, please speak to a member of your Welcome Point who will be more than happy to help.

## Car Parking

The University of Nottingham operates a car parking policy which requires all guest cars to display a parking voucher between 09:15-16:00 on weekdays and for cars to be parked in Orange Parking Zones only.

Please liaise with your event manager to understand what car parking provision has been made for you whilst you are a guest of the University of Nottingham.

## Finding your way around

Maps of all three campuses are displayed in this booklet. Alternatively you can download the [MyNottingham app](#)

## Access for all

The University of Nottingham and Campus Venues aims to be accessible and welcoming to everyone. We are committed to making your visit as easy and enjoyable as possible. If you have any particular requirements, please speak to a member of your Welcome Point.

## Transport between Campuses

University Hopper Bus – A regular and free of charge Hopper Bus service runs throughout the day connecting all campuses. Hopper Bus and local public transport information is available at [www.nottingham.ac.uk/about/visitorinformation/busservices.aspx](http://www.nottingham.ac.uk/about/visitorinformation/busservices.aspx)

# YOUR ACCOMMODATION

## Check-in/out Procedures

Rooms must be vacated and the keys returned to your Welcome Point by 10:00 on your day of departure. On arrival, please inform us if you may require extra assistance in the unlikely event of an evacuation from your accommodation (e.g. hearing, sight or mobility difficulties). Upon check in, you will receive a bedroom key and either a swipe card, 'block' or fob key. The main doors/block doors are locked 24 hours and on card access only. On the day of your departure, if you require luggage storage on University Park Campus and Jubilee Campus, this should be prior arranged and must be collected by 6pm. At Sutton Bonington Campus, where required, limited storage space is available at the 'Accommodation Reception' area.

## Welcome points contact numbers

Your Welcome Point teams are available 08:00-18:00 / 18:00-8:00 a porter is on duty.

Welcome Point North - 0115 7487600 option 1- Hall enquiries (located at Cripps Hall)  
Cripps Hall  
Lincoln Hall  
Lenton and Wortley Hall

Welcome point central- 0115 7487600 option 1- Hall enquiries (located in cottage opposite barriers to Orchard hotel)  
Derby Hall  
Sherwood Hall  
Rutland Hall  
Nightingale Hall  
Beeston Hall

Welcome point west- 0115 7487600 option 1- Hall enquiries (located in cottage between Cavendish hall and Willoughby hall)  
Ancaster Hall  
Cavendish Hall  
Willoughby Hall  
Florence Boot Hall

Welcome point Jubilee- 0115 7487600 option 1- Hall enquiries (located at Newark Hall)  
Newark Hall  
Southwell Hall

## Sutton Bonington Campus

The accommodation reception team can be contacted between 08:30 - 17:00 on 0115 896 9810 or via email at boningtonhalls@clvuk.com and out of hours on 07796 898 857.

## In an emergency

Please contact the University of Nottingham:

24-hour security team 0115 951 3013

24-hour ambulance/fire/police 0115 951 8888

In case of a fire, evacuation information can be found in your bedroom. Additional information can be found on noticeboards in your hall.

## Dining Arrangements

We offer a wide choice of restaurants and cafés across our three campuses (see maps for locations). On University Park Campus, breakfast will be served in Halls, while for Jubilee Campus, it will be served in The Atrium and for Sutton Bonington Campus it will be served in The Barn. For lunch and dinner, please refer to your delegate information provided by your event organiser.

## Irons and ironing boards

On University Park Campus and Jubilee Campus, these are available in your laundry or block pantries. On Sutton Bonington Campus, these are available in the kitchens. Please note a deposit may be required.

## Laundry

Self-service laundry facilities are available. On University Park Campus and Jubilee Campus, please enquire at the Welcome Point for locations.

All machines can be paid via the [Circuit app](#).

## Internet access

Free Wi-Fi is available in public areas on campus and within halls of residence. On University Park Campus and Jubilee Campus to access the UON-guest WI-FI, please follow the instructions and register [here](#).

You will be able to register prior to or on arrival.

Please note you can log in for 7 days before you will need to re-register.

## Bars

A wide selection of bars are available across our three campuses. We also have a number of themed bars on University Park Campus with e.g. cocktails served at Echo Bar at Derby Hall. All halls on University Park Campus and Jubilee Campus have their own bars. If applicable, please refer to your delegate information provided by your event organiser for pre-arranged bar opening times.

## Library

Across our campuses we have a selection of comprehensive and fully stocked libraries. Please refer to our campus maps for the various locations.

Humanities Building  
University Park Campus



# UNIVERSITY PARK CAMPUS FACILITIES

## Cafés/Restaurants/Bars

Bramleys- Orchard Hotel for Breakfast, Lunch & Dinner

Monday to Friday: 7:30 – 22:00

Trent Café – Lower Ground, Trent Building

Monday to Friday: 08:00 – 16:00

Portland Coffee Co- B floor, Portland Building

Monday-Friday: 8:00 - 16:00

Starbucks\* – E Floor, Portland Building

Monday to Friday: 08:30– 17:00

Saturday: 11:00 - 16:00

Food Court\* - E floor, Portland Building

Monday to Friday: 11:00 - 16:00

For further details of the above, please visit universities [hospitality page](#).

If applicable, please refer to your delegate information provided by your programme organiser for pre-arranged bar opening times.

## Fitness & Sports Facilities

Complimentary access to the fitness centre within the David Ross Sports Village is included for over 18s with accommodation booked on University Park Campus. The swimming pool can also be accessed subject to availability. All facilities are available on production of your room key.

## Other Facilities Available

The Students' Union Shop, Portland Building

Monday to Friday 08:30 – 17:30

Boots the Chemist\*, Portland Building and Cripps Health Centre

Monday to Friday 09:00 – 17.00

Blackwell's University Bookshop\*

Monday to Friday 08:00 – 17:30 (closed over Summer 2017 vacation)  
Nottingham.

NatWest Bank\*, Portland Building

24-hours a day ATM

Lakeside Arts, Lakeside Arts Centre For more details see  
[www.lakesidearts.org.uk](http://www.lakesidearts.org.uk)

\*Please note opening times are subject to change

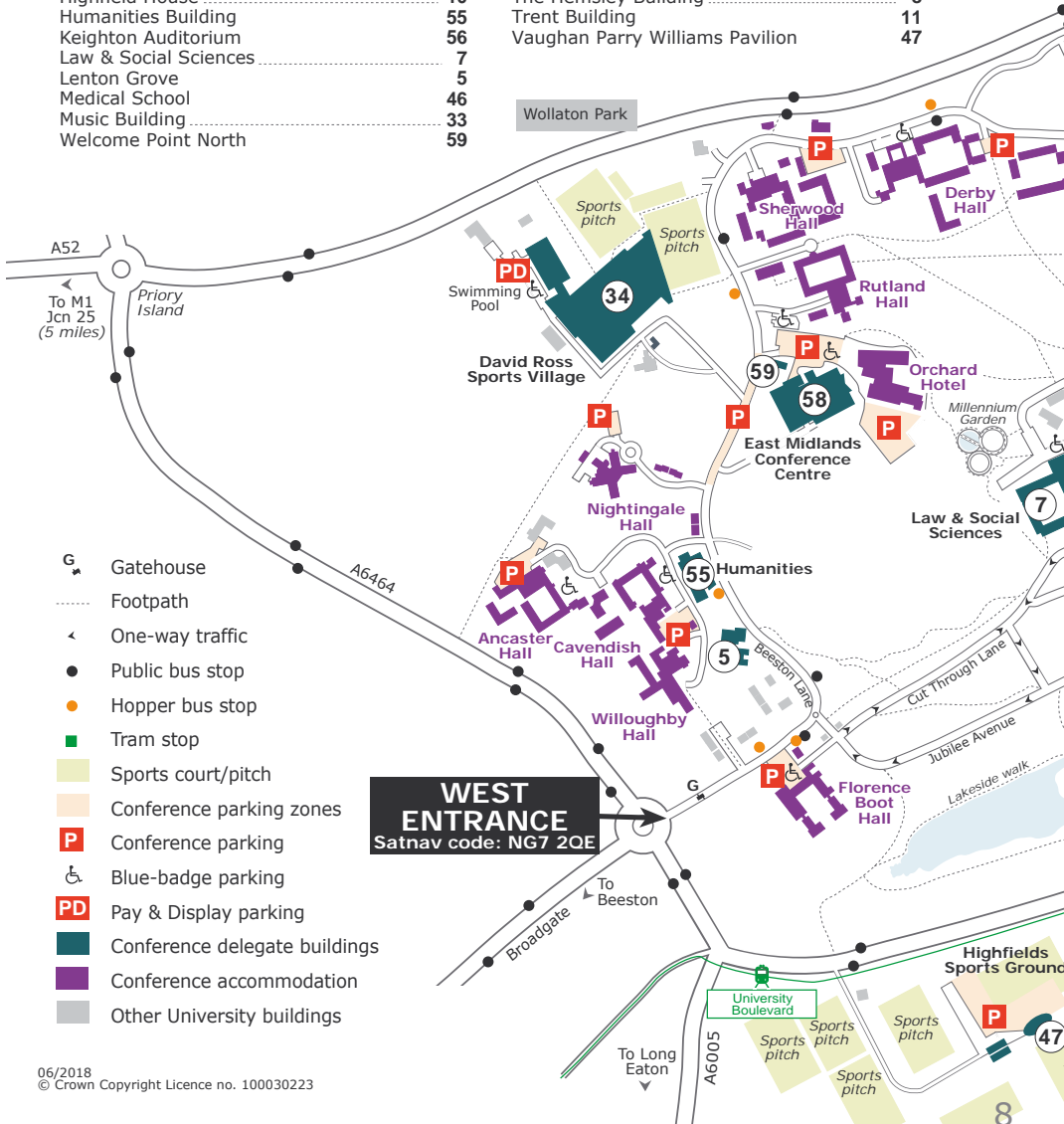
# University Park Campus



## Conference delegate buildings

Chemistry Building	28
Coates Building	36
Coates Road Auditorium	51
David Ross Sports Village	34
East Midlands Conference Centre	58
Engineering & Science Learning Centre	54
George Green Library	24
Hallward Library	9
Highfield House	10
Humanities Building	55
Keighton Auditorium	56
Law & Social Sciences	7
Lenton Grove	5
Medical School	46
Music Building	33
Welcome Point North	59

Nottingham Lakeside Arts Centre	49/50
Pharmacy Building	26
Physics Building	22
Pope Building	27
Portland Building	15
Psychology Building	29
Sir Clive Granger Building	16
Monica Partridge	62
The Hemsley Building	8
Trent Building	11
Vaughan Parry Williams Pavilion	47

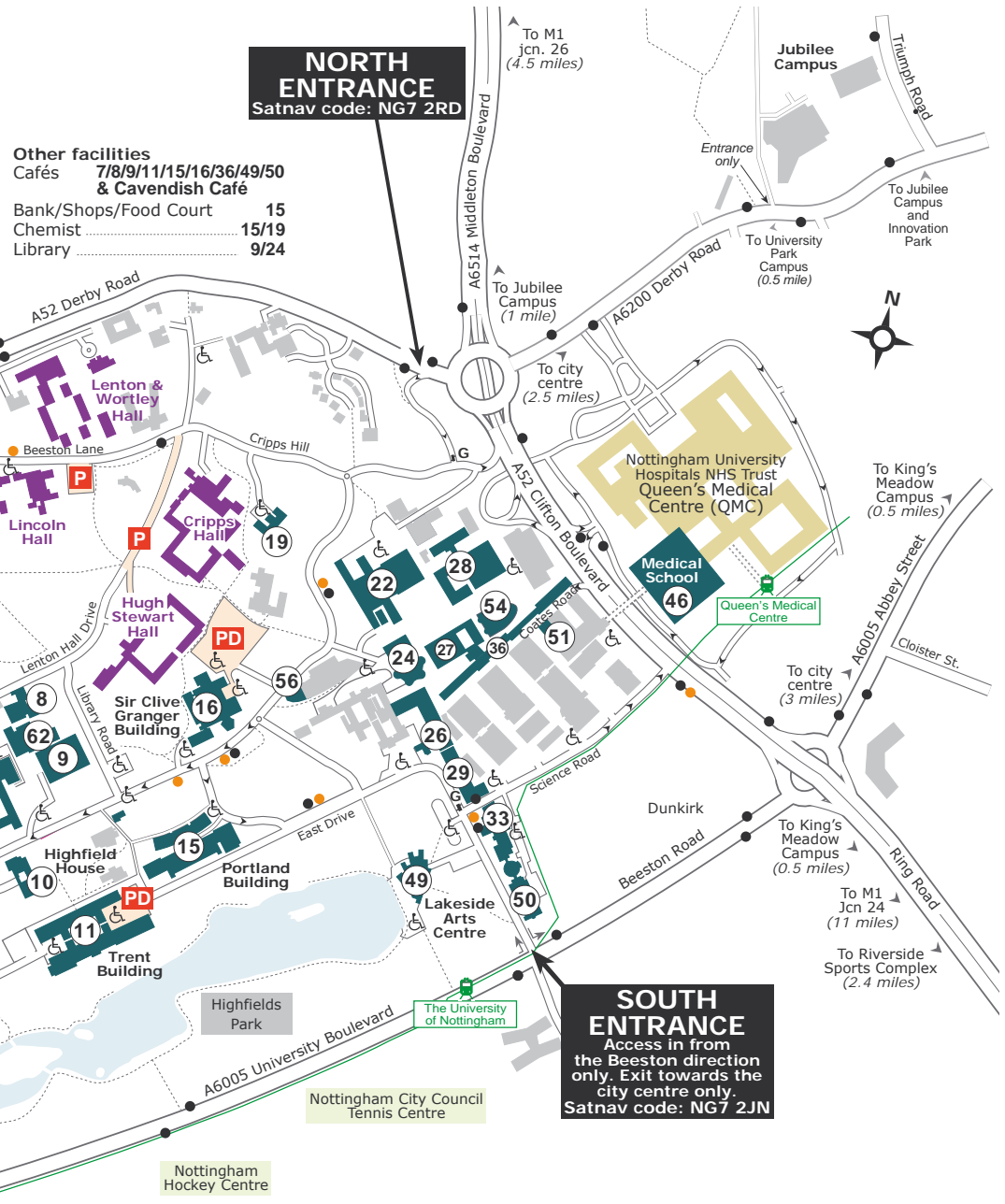


**WEST ENTRANCE**  
Satnav code: NG7 2QE



**NORTH ENTRANCE**  
Satnav code: NG7 2RD

- Other facilities**  
 Cafés 7/8/9/11/15/16/36/49/50  
 & Cavendish Café  
 Bank/Shops/Food Court 15  
 Chemist 15/19  
 Library 9/24



**SOUTH ENTRANCE**  
 Access in from the Beeston direction only. Exit towards the city centre only.  
 Satnav code: NG7 2JN



Vaughan Parry Williams Pavilion  
 Sports pitch  
 Sports pitch

# JUBILEE CAMPUS FACILITIES

## Cafés/Restaurants/Bars

Café Terrazzo – Ground Floor, The Exchange  
Monday to Friday 08:30 – 16:00

Café Aspire - Ground Floor, Amenities Building  
Monday- Friday: 8:00-16:00

Library Café - Floor D, Business School South  
Monday to Friday: 8:15– 15:30

Spokes\*- Ground Floor, Jubilee Conference Centre  
Monday-Friday: 7:00-16:00

Starbucks\* - Triumph Road, adjacent to the Sports Centre  
Monday to Sunday: 08:00 - 19:00

## The Atrium

Breakfast is served in the main Catering Atrium, for lunch and dinner venue and times, please refer to your delegate information provided by your event organiser.

For further details of the above, please refer to

[www.nottingham.ac.uk/hospitality/cafesrestaurantsbars](http://www.nottingham.ac.uk/hospitality/cafesrestaurantsbars)

If applicable, please refer to your delegate information provided by your event organiser for pre-arranged bar opening times.

## Fitness & Sports Facilities

Complimentary access to our fitness centre within the Sports Centre is included for over 18s with accommodation booked on Jubilee Campus.

A swimming pool, located on University Park Campus, can also be accessed subject to availability. All facilities are available on production of your room key.

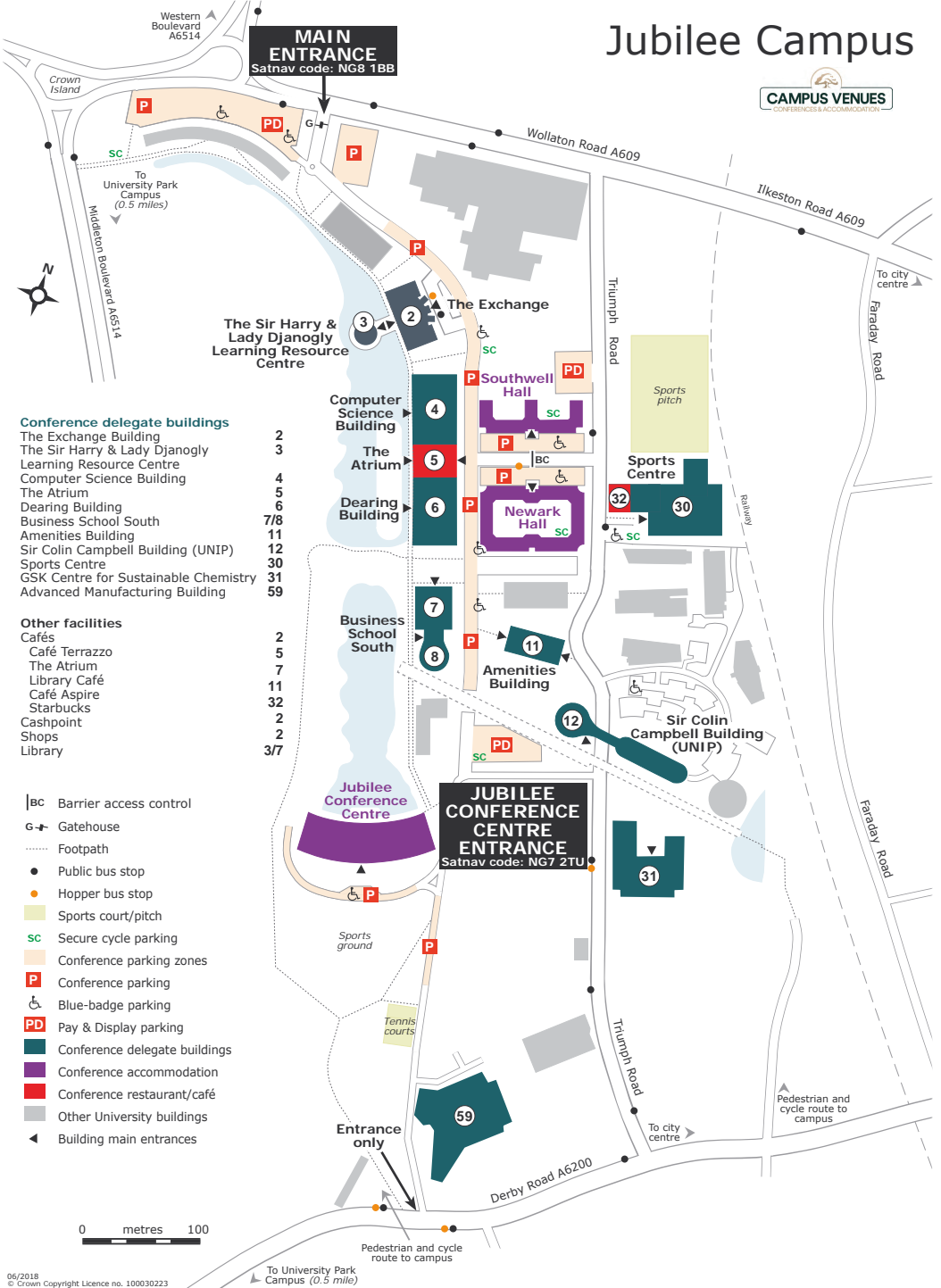
## Other Facilities Available

The Students' Union Shop, Ground Floor, The Exchange  
Monday to Friday: 08:30–17:30

NatWest Bank, Ground Floor, The Exchange  
24-hour a day ATM

\*Please note opening times are subject to change

# Jubilee Campus



# SUTTON BONINGTON CAMPUS FACILITIES

## Cafés/Restaurants/Bars

The Mulberry Café

Monday to Friday: 08:00 - 17:00

For Saturday and Sunday opening times, please refer to your delegate information provided by your event organiser.

The Bar in the Barn, Ground Floor, The Barn

If applicable, please refer to your delegate information provided by your event organiser for pre-arranged bar opening times.

## Fitness & Sports Facilities

Complimentary access to our fitness centre within the Sports Centre is included for over 18s with accommodation booked on Sutton Bonington Campus. A swimming pool, located on University Park Campus, can also be accessed subject to availability. All facilities are available on production of your room fob key.

## Other Facilities Available

Convenience Store - in The Mulberry Café

Link ATM, Ground Floor, Convenience Store, The Mulberry Café

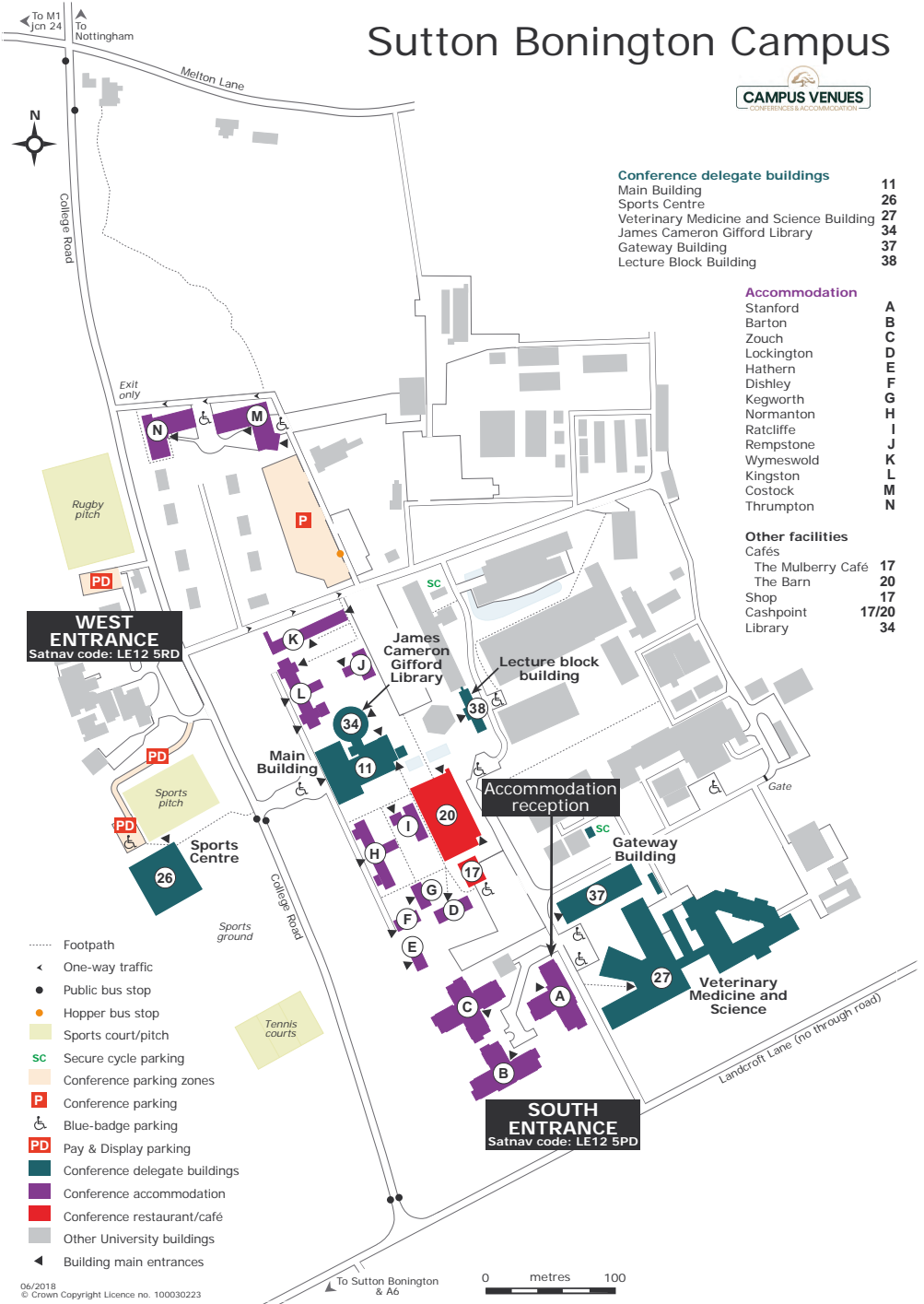
For opening times, please refer to The Mulberry Café opening times detailed above.

## Communication

Landline Usage

Where mobile phone signal strength is poor, emergency telephones have been installed at the entrance to each hall to enable you to contact our Reception team easily. Should you have difficulty in making a call on your mobile phone, please visit Reception and we'll be able to arrange access to a telephone for you.

# Sutton Bonington Campus



<b>Conference delegate buildings</b>	
Main Building	11
Sports Centre	26
Veterinary Medicine and Science Building	27
James Cameron Gifford Library	34
Gateway Building	37
Lecture Block Building	38

<b>Accommodation</b>	
Stanford	A
Barton	B
Zouch	C
Lockington	D
Hathern	E
Dishley	F
Kegworth	G
Normanton	H
Ratcliffe	I
Rempstone	J
Wymeswold	K
Kingston	L
Costock	M
Thrumpton	N

<b>Other facilities</b>	
<b>Cafés</b>	
The Mulberry Café	17
The Barn	20
Shop	17
Cashpoint	17/20
Library	34

- ..... Footpath
- < One-way traffic
- Public bus stop
- Hopper bus stop
- Sports court/pitch
- sc Secure cycle parking
- Conference parking zones
- P Conference parking
- ♿ Blue-badge parking
- PD Pay & Display parking
- Conference delegate buildings
- Conference accommodation
- Conference restaurant/café
- Other University buildings
- ◀ Building main entrances



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# USEFUL CONTACTS OFF CAMPUS

## Healthcare

NHS Direct - 111

Hospital - Queens Medical Centre Rd, Nottingham, NG7 2UH  
0115 924 9924

NHS Urgent Care Centre

Seaton House, London Road, Nottingham, NG2 4LA  
0115 883 8500

[www.nottinghamcitycare.nhs.uk/find-a-service/urgent-care-centre/](http://www.nottinghamcitycare.nhs.uk/find-a-service/urgent-care-centre/)

Late night / out-of-hours pharmacy

Boots Riverside Retail Park, Nottingham, NG2 1RU  
0115 986 4182

Monday to Saturday: 09:00 - 24:00

Sunday: 10:30 - 16:30

## Taxis

Cable cars: 0115 922 9229

Cabline: 0115 922 5226

Cloud Card: 0115 824 4244

DG Cars: 0115 960 7607

Business School South  
Jubilee Campus



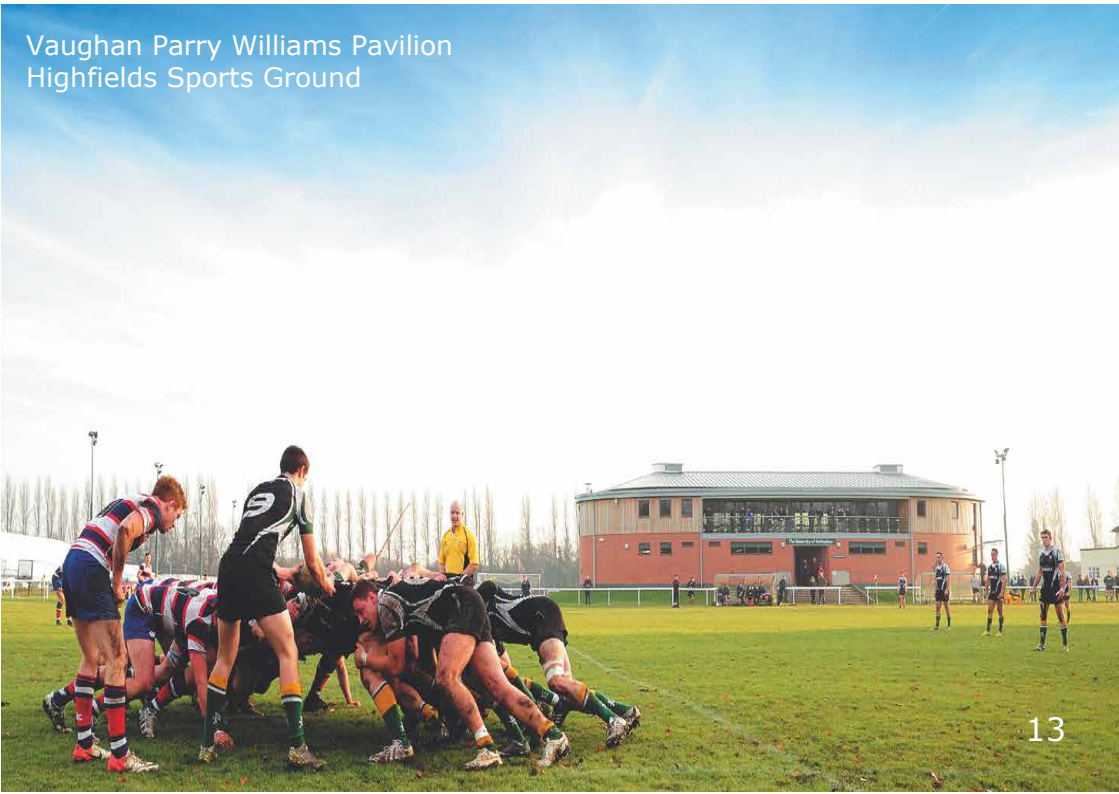
# WE'D LOVE TO SEE YOU AGAIN!

We wish you a pleasant stay and would love to welcome you back to our facilities in the future.

More information about our complete range of facilities for conferences, meetings and events at The University of Nottingham can be found on our website at [nottinghamvenues.com](http://nottinghamvenues.com).

If you'd like to speak to a member of our Campus Venues team about your next event, please call our office on 0115 748 6100. Alternatively, pop in to see us at The Orchard Hotel on University Park Campus. We'd be pleased to share a coffee and discuss your requirements.

Vaughan Parry Williams Pavilion  
Highfields Sports Ground





# CAMPUS VENUES

CONFERENCES & ACCOMMODATION

0115 876 0900

[www.nottinghamvenues.com](http://www.nottinghamvenues.com)  
[events@nottinghamvenues.com](mailto:events@nottinghamvenues.com)



Nottinghamvenues



nottvenues



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Portland Hill  
University Park Campus

