

Welcome to the University of Surrey

Stag Hill Campus

Welcome to the University of Surrey! We are delighted that you have joined us here in Guildford and thought you might like a little more information about the facilities we offer. This pack is provided to help you find your way around, along with our frequently asked questions and information on who to contact in an emergency. Please do contact us if there is anything else you need to know – we are always here to help!

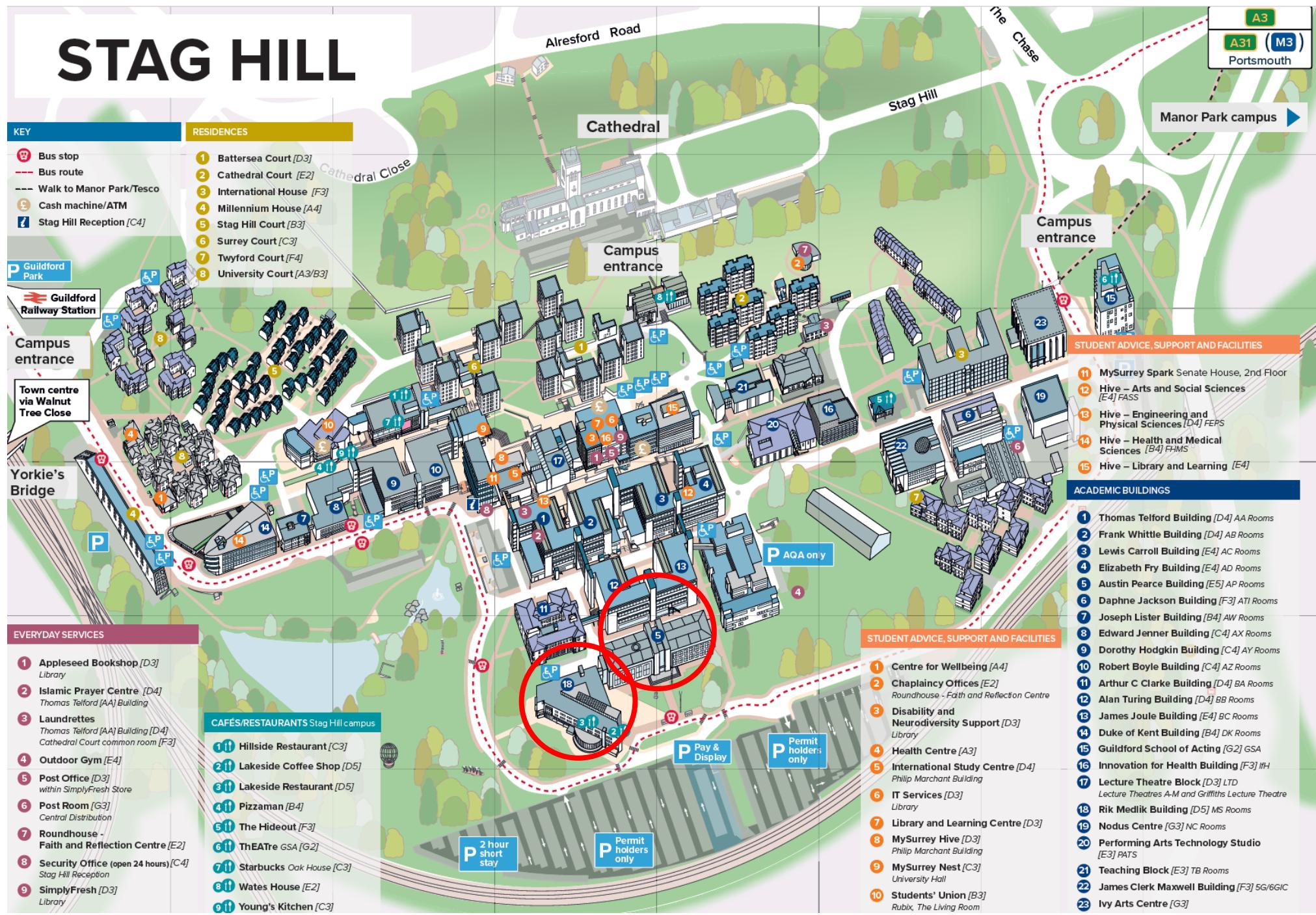
Your Conference Spaces

The conference will be hosted in the Rik Medlik building and Austin Pearce buildings, which are next to each other and circled and numbered 18 (Rik Medlik) and 5 (Austin Pearce) on the map below. All rooms in the Rik Medlik are coded MS in your conference programme while those in Austin Pearce are coded AP.

However, the floors in the two buildings are coded slightly differently. The ground floor in the Rik Medlik (MS) building coded 01 and the first floor coded 02, while the equivalent floors in Austin Pearce are coded 00 and 01.

Registration will be in room AP 4 on the ground floor of Austin Pearce.

STAG HILL



Campus Amenities

On the map of Stag Hill Campus you'll see many of the amenities listed that you may find useful during your visit. Signage can be found around campus and any of our staff members will be happy to direct you if you are a little lost.

Food at the Conference and Places to Eat on Campus

In line with the conference's sustainability policy (see [Sustainability statement – BSC Conference 2022 \(bsc2022.co.uk\)](#)) all food supplied by University catering (including breakfast) and by the Harbour Hotel for the conference dinner will be vegetarian/vegan.

No lunch will be supplied to delegates but there are plenty of places to eat on campus. You can buy snacks and lunch from the following places, but do check their opening times:

Lakeside restaurant <https://www.surrey.ac.uk/lakeside-restaurant-coffee-shop>

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Simply Fresh <https://www.simplyfresh.info/about-us/>

Hideout <https://campus.surrey.ac.uk/food-drink-and-nightlife/hideout>

Starbucks <https://www.surrey.ac.uk/catering-services/starbucks>

Pizzaman <http://www.pizzamanguildford.co.uk/guildford/>

Young's Kitchen <https://campus.surrey.ac.uk/food-drink-and-nightlife/youngs-kitchen>

Wates [Wates House | University of Surrey](#)

There will also be a food van that will be located in the piazza near the Rik Medlik and Austin Pearce buildings. Unfortunately Hillside Restaurant is not open.

The conference dinner will be at the Harbour Hotel on the evening of Thursday 30th June, arrive from 19.00 – available to all those who've pre-booked. You will be greeted with a drink and canapes on arrival and be entertained before the meal by the brilliant singers from the prestigious Guildford School of Acting.

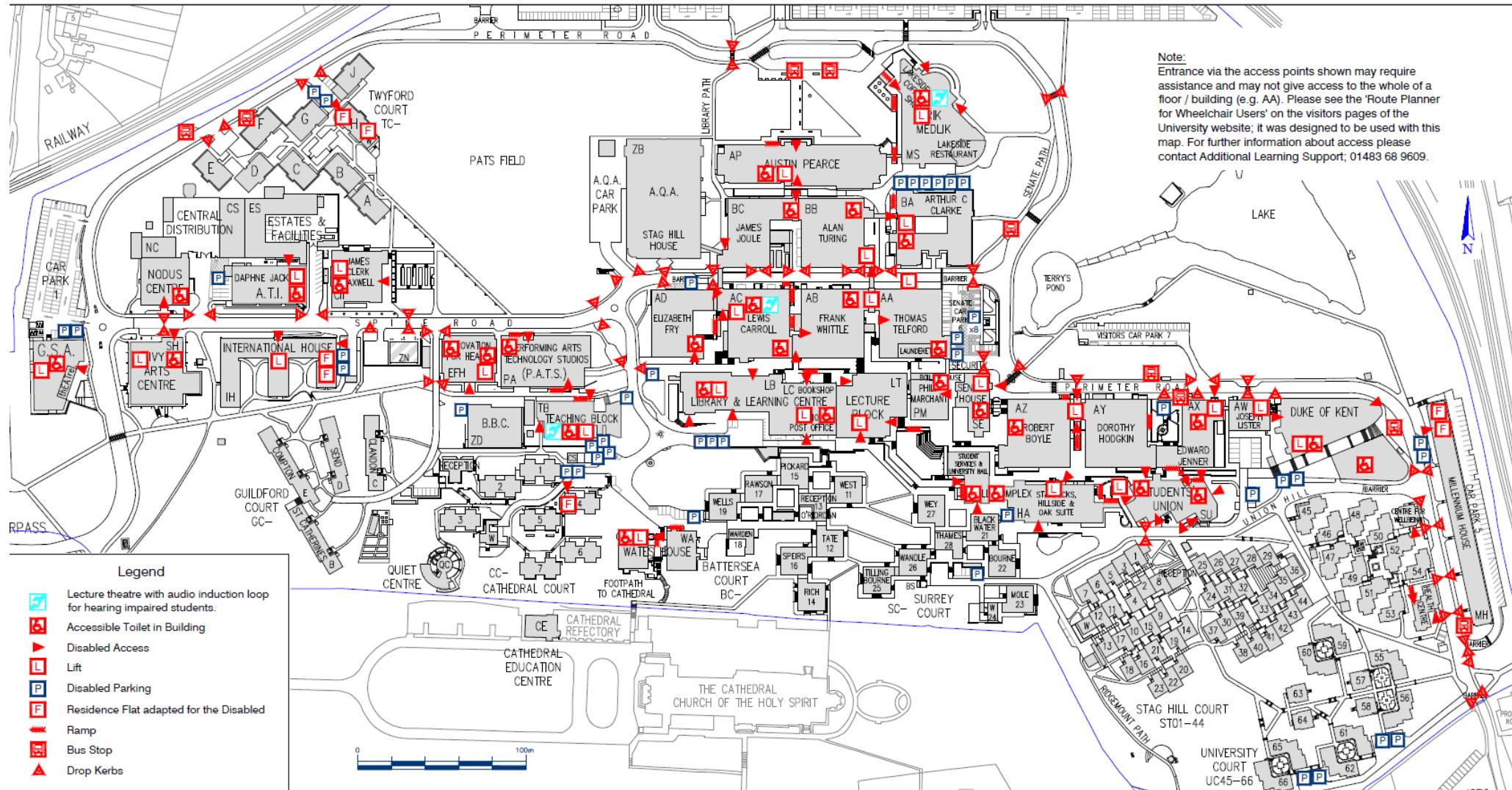
Please see details at:

<https://bsc2022.co.uk/conference-dinner/>

Accessibility

- Accessibility (general information available here: <https://www.surrey.ac.uk/visit-university/accessibility-information>)
 - Parking – if anyone has a blue badge, they can of course park in any of the disabled bays across campus.
 - Routes – please find attached the accessible route map for Stag Hill.
 - Sunflower lanyards – should anyone have any additional requirements whilst on campus from an invisible or visible disability, chronic illness, neurodiversity etc. then sunflower lanyards can be lent to delegates to signify this to staff etc. Further information on the sunflower lanyard scheme is available here: <https://surrey.net.surrey.ac.uk/news-views/news/202009/surrey-sunflower-initiative>
 - PEEP – should anyone have mobility issues and would need assistance evacuating in the event of an emergency, then please contact the conference team as soon as possible so that a Personal Emergency Evacuation Plan can be drawn up with the University's Health and Safety team.
 - Accessible bedrooms – please let us know if any adapted rooms are required and we will do our best to arrange
 - AccessAble is a great tool for you to look at the premises before your visit to support any decisions you need to make <https://www.surrey.ac.uk/visit-university/accessibility-information>
 - Specific information about the Austin Pearce building can be found [Austin Pearce Building \(Block AP\) | AccessAble \(surrey.ac.uk\)](#)
 - Specific information about the Rik Medlik building can be found [Rik Medlik Building \(Block MS\) | AccessAble \(surrey.ac.uk\)](#)

Disabled Access



Gender-Neutral Toilets

There are gender-neutral toilets on the ground floor of the Austin Pearce building, and in DTI MS 01, DTI MS 02 and DTI MS 03 in the Rik Medlik building.

Contacting the Conference Team

You can contact the conference team on 07717 498691, BSConference@surrey.ac.uk or via DM for Twitter @BSC_Surrey22

Luggage

You can leave luggage in APLAB2 in the Austin Pearce building.

Transport Links and Parking

Parking

You should have been provided with a link to register for parking.

Please follow this link for parking bookings <https://permitmanagement.co.uk/uosvisitorparking>

Each guest is required to create an account and then register their vehicle details in advance of their visit. ANPR cameras are in operation in our parking facilities and those who have not registered may be issued with a penalty notice. Full terms and conditions can be found via the link sent to you to register. Spaces are available in the Main Car Park (also called the 'Permit Holders' Car Park'), detailed on the map above. Please do not park in the pay & display car park as you will be expected to pay and may be fined if you do not.

Taxis

Our local taxi company is available via 0800 502250. The one-way journey to or from the town centre to Stag Hill will cost in the region of £6.00. Another option is also to use: <https://www.guildford-taxi.co.uk/> for quotes and bookings.

Public transport from the town centre and railway station

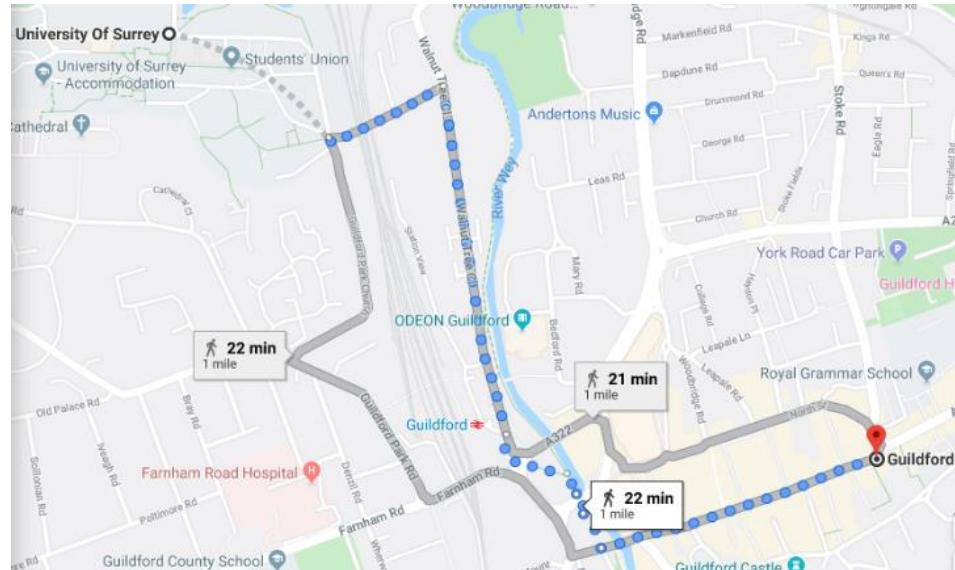
Arriva buses serve the campus frequently throughout the day. The journey takes around 5 minutes. Buses run every 10 minutes throughout the day until 8pm then a half hourly service until 10.45pm.

Central London by train

Trains travel between Guildford and London Waterloo regularly, at least every 20 minutes. Timetable information and prices can be found via the National Rail website or app. Platform 5 is usually the one you'll need for the fast train into Waterloo, which takes around 35 minutes.

Getting to Guildford

The centre of Guildford is approximately 20 minutes' walk from the university, or a 10-minute drive. The vibrant and busy town centre has plenty to offer including many restaurants and bars, high street shopping and the castle. Please find to the right a map of the best routes to walk.



Useful Telephone Numbers

Security

The Security Office in Senate House is open 24 hours a day and can be reached in an emergency on 3333 from any internal telephone or 01483 683333 from a mobile. For non-emergency calls to Security please call extension 2002 from an internal phone or 01483 682002/01483 689114 from a mobile, or email security@surrey.ac.uk. Their office is also indicated on the Stag Hill campus map above.

Emergency/Medical Assistance

In an emergency please call the Security Office from any internal telephone on extension 3333 or 01483 683333 from a mobile. This office is staffed 24 hours a day, 7 days a week by our security officers who are all first aid trained and have the necessary experience on how to assist in any situation.

Fire Evacuation Information

Detailed below are our University-wide fire safety information, including procedures if a fire is discovered, what to do if you hear the fire alarm, and where our evacuation points are for the two main conference buildings.

On Discovering a Fire:

1. Immediately operate the nearest fire alarm call point.
2. Fight the fire (**but only if safe to do so**).
3. Evacuate the building closing all doors behind you.
4. Proceed to the assembly point (see below).
5. Dial 3333 on an internal telephone or 0800 525790 on an outside line to give details of the incident to security.

On Hearing the Fire Alarm Sound

1. Evacuate the building closing all doors behind you.
2. Follow the directions of the fire wardens and proceed to the assembly point.

Do not re-enter the building until instructed to do so by the incident controller.

Fire Assembly Points for Rik Medlik and Austin Pearce Buildings

Rik Medlik: Piazza outside the building

Austin Pearce: Piazza outside the building