

HapMac Conference University of Nottingham 13-15th July

Information for Delegates



Arrival in Nottingham

Arriving at the railway station

When you arrive at Nottingham train station, you have a choice in how to travel onwards to the campus.

You can either take a taxi from outside the station to your accommodation. If you are based in the on-campus accommodation, ask the driver to take you to Cavendish Hall on the main university campus – University Park.

Or, you can take a tram directly from the station. Follow the signs to the tram platform and please ensure you buy a ticket from one of the machines before you board. It costs £2.00 for a single journey. Look for a tram with '*Toton Lane*' on the front. The main *University of Nottingham* stop is just 5 stops along. This is where you alight for the Music Department, which is right next to the South Entrance. However, if you wish to go straight to Cavendish Hall, it's better to alight at the next stop, which is called *University Boulevard*, cross the dual carriage way road and enter campus via the West Entrance.

Luggage Store

If you wish to come straight to the department on arrival, we can store your luggage securely until you are ready to go over to Cavendish Hall later in the day.

Arriving by coach

National Express coaches arrive at the Broadmarsh Coach station. This is a short walk to the city centre if you are staying in a central hotel. To travel on to the university, you can either take the Trent Barton Indigo 5 bus directly from the station, or take a 2 minute walk up to the train station and take the tram from there.

If you choose to take the Indigo 5 bus, the fare is £2.00. The drivers do give change. The buses automatically announce the stops and will tell you when you get off. You should either alight at the *University of Nottingham South Entrance* stop for the Music Department, or for Cavendish Hall alight at the *University of Nottingham West Entrance* stop.

Arriving from East Midlands Airport

The easiest way to arrive at campus from East Midlands airport is via taxi. It should cost between £20 to £25 and the journey time is approximately 25 minutes depending on traffic.

Arriving by Car

The University of Nottingham operates a car parking policy which requires all guest cars to display a parking voucher between 9.15am and 4.00pm on weekdays and for cars to be parked in Orange Parking Zones only.

On arrival at Cavendish Hall, a member of staff will issue you with a voucher. Please display this face-up in a prominent position on the inside of the windscreen where all details can be clearly read from the outside of the vehicle.

Please note, failure to display a voucher as detailed will result in a civil parking notice being issued.

The parking voucher is only valid for the event on the dates shown and for the event title on the face.

The issue of a parking voucher does not guarantee the availability of a parking space and must be used in accordance with any guidance issued by the Security Office.

Cavendish Hall Accommodation

Check in

The on-campus accommodation is at Cavendish Hall (just behind building 55 near the West Entrance on the campus map).

Keys are available from the reception area located in the entrance hall lobby from 3.00pm on the day of arrival (Wednesday 13th July for standard packages, and Tuesday 12th July for those who have booked 'Early Arrival' rooms.)

Rooms must be vacated and the keys returned to the porter's office by 10.00am on day of departure.

Please inform us on arrival if you should require extra assistance in the unlikely event of an evacuation from your accommodation (e.g. hearing, sight or mobility difficulties). All guests are given a bedroom key and front door swipe card upon check in. The main doors will lock at midnight but access can still be gained after this time by using the swipe card. Any guests who have not checked in by midnight are asked to use the free-phone at the entrance to the hall to call for security, who will let them into the hall of residence and give them their keys. There will be a member of the hall team available from 8.00am until midnight.

Breakfast

Breakfast is in the dining room from 7.30am to 8.30am each morning. Breakfast on Saturday 16th July will be from 8.30am to 9.30am. Vegetarian and vegan options will be available.

Bar Facilities

Cavendish Hall bar will be open on Wednesday, Thursday and Friday evenings from 7-11pm, serving drinks.

Check Out

Check out on Saturday 16th July is at 10am.

Conference Registration

The conference will take place in the Music Department in the Arts Centre, which is building number 33 on the campus map, just next to the South Entrance. On arrival look for Door number 3. This will take you into the main foyer of the

Music Department, where you will be able to pick up your conference programme and name badge.

Conference venue

The Venue

All sessions will take place in rooms within in the Music Department, which have audio-visual facilities. Please note, the University is set up to work with Microsoft, but we do have a selection of adaptors for use with Mac machines if necessary. However, if you do have your own adaptor, please do bring it with you.

The Djanogly Recital Hall has a Steinway concert piano and harpsichord, which can be used as required. There is also a grand piano available for use in the Endsleigh Room.

Food and Drink

Each day, refreshments will be available on arrival, mid-morning and mid-afternoon, together with a buffet lunch.

The conference dinner will take place on Friday evening in Cavendish Hall dining room. The menu is available to view on the conference website.

Dinner Suggestions for Wednesday and Thursday Evening

The local town of Beeston is a 15 minute walk from Cavendish Hall or a short 5 minute taxi ride. Good local taxi firms are Cable Cars (tel: 0115 9229229) and Cabline Taxis (tel: 0115 9225226). Nottingham City Centre is a 20 minute tram ride from the University Boulevard stop. Both Beeston and Nottingham offer a wide variety of dining options. Please see a few recommendations below.

Beeston

The Victoria Hotel

A very popular local traditional free house 'pub' offering excellent food and drink.
<http://www.victoriabeeston.co.uk/>

Yianni's Greek Restaurant

Good and plentiful food! It is very popular locally and fairly small, so worth booking ahead
<http://www.yiannisgreekrestaurant.co.uk/>

The Cottage Balti

Good Indian food. This is very conveniently located directly opposite the Chilwell Road tram stop.
<http://www.cottagebalti.co.uk/>

Rye Café and Restaurant

Located in central Beeston. Good food and excellent cocktails!

<http://ryecafebar.co.uk/>

Café Roya

Popular vegetarian and vegan restaurant. Booking ahead is recommended.

<http://www.godine.co.uk/cafe-roya-nottingham>

Nottingham City Centre

There are hundreds of restaurants, bars and cafes to choose from in central Nottingham, including all the usual chains. Below are a few top independent recommendations. Prior booking is recommended.

Petit Paris (French)

<https://petitparisrestaurant.squarespace.com/036tjtk5qfgxs8i26ch9y8cgn2bp3i>

French Living (French/Corsican)

<https://frenchliving.co.uk/>

The Larder on Goosegate (English, locally sourced ingredients)

<http://www.thelarderongoosegate.co.uk/>

The Souville Steakhouse (English/American)

<http://www.thesouvillesteakhouse.com/>

Some general information

Electricity

The voltage in England is 240v and we use plugs that are not used in many other countries around the world. You should make sure that you have an appropriate adapter for any electrical equipment that you bring with you.

Banking

ATMs are prolific throughout England. There are ATMs on campus (Portland Building –see building 15 on the campus map) and this is a convenient way of obtaining cash. When off campus, you will find that wherever there are shops there will be an ATM and you can pay, providing you have a pin number, using a credit card in almost all shops, restaurants and bars/pubs. If you buy tickets for travel at a station you can pay by credit card but you will not be able to do so if buying tickets in the bus or tram.

Standard banking hours are Monday to Friday from 9:00-9:30 until 15:30 or 16:00 (some remain open until 17:30). Many bank branches stay open late once per week (until 17:30 or 18:00) as well as being open on Saturdays (9:00-9:30 until 12:30 or 15:30).

In emergencies

In the event you require an ambulance whilst on campus dial 8888 from a university extension or 0115 9518888 from a mobile phone. This puts you through to our emergency security team. They will establish your exact location

and call the ambulance for you. They then meet it at the university gates and guide them to your location.

Off campus, the emergency number for police, fire and ambulance is 999 from any phone.

If you need to speak to a member of the university security team, they are available 24 hours a day on 0115 9513013.

If you need to contact a conference organiser, you can call:

Rachel Redford on 0115 9514755 (Wed – Fri 8.30am to 4.30pm)

Alexander Kolassa on (+44) 07900201261

Taxis

Reliable local taxi firms:

Cable Cars 0115 9229229

Cabline Taxis 0115 9225226

DG Cars 0115 9500500