

## University of Surrey 2017 Headstart Course Joining Instructions

- You should arrive on **Tuesday 27<sup>th</sup> June between 09:00 and 09:30** unless otherwise arranged.
- The main University campus, Stag Hill, is situated close to the Guildford mainline train station and within a short walk of the town centre. Details of how to get to the University of Surrey are available online here <http://www.surrey.ac.uk/about/visitors/travel/index.htm> and campus maps are available here <https://www.surrey.ac.uk/sites/default/files/campus-map-2017.pdf>. If coming by train, **please let us know in advance so that we can arrange minibus transfers from Guildford station**. Upon arrival at Guildford Station please go to the main entrance where one of our Student Ambassadors will be waiting to meet you; **transfers will then be provided from the station at 08:45 and 09:15**.
- If you are being dropped off by car then please go to the main University campus, Stag Hill, and you can be dropped off in the Guildford School of Acting (GSA) car park (map grid reference G3 - GSA is no 52 on the map). Please note that this is only permitted for a 5 minute dropping off time as cars parked without permits may be clamped. From this car park it is then only a short walk to **the Innovation for Health Learning Laboratory (campus map grid reference F3 (no 42))**.
- **If you are going to arrive outside of the above hours, we will need to please know in advance and agree your arrival plans with you**. If you are **unavoidably delayed on the day, please ring** the Headstart emergency mobile number **07388 560712**.
- On arrival you should please **proceed to the foyer of the Innovation for Health Learning Laboratory, to register and drop off your bags**. There will be signs and Student Ambassadors to help you find your way to us. There is also a map attached which shows the Innovation for Health Learning Laboratory building as grid reference F3 (no 42).
- **The course will finish at 2.30pm on Friday 30<sup>th</sup> June**. If for any reason you need to leave before this time, please contact us as soon as possible by emailing Kelly Green on [k.d.green@surrey.ac.uk](mailto:k.d.green@surrey.ac.uk)
- **If you are returning home by train please let us know so that we can arrange for transfers to the station at ~2.45pm**.
- A University Open Day is also taking place on Friday 30<sup>th</sup> June along with an event occurring at the Cathedral which is adjacent to the University. As such this means that regrettably the campus car parks are expected to be full that day. To avoid congestion I am afraid that we are asked to advise you to **please arrange for your collection to take place at the Guildford Park Council car park which is next to the campus. We will accompany and wait with attendees at this car park until they are collected**. If you view the campus map you will see the Guildford Park Car Park under grid reference A2. Unfortunately there is no through access to that car park via the University campus during the day and so drivers will need to approach the car park from campus via The Chase, then Madrid Road until they reach Guildford Borough Council Guildford Park, Guildford Park Road, Surrey, Guildford, GU2 7NL
- Parents are welcome to register to attend the University Open Day taking place on the 30<sup>th</sup> June if this is of interest to them. This is a good way of finding out about our undergraduate degree programmes and student life. They can register here if interested: <http://www.surrey.ac.uk/opendays> Parking for this event may also be limited.

- Three Headstart supervisors will be staying in University Court accommodation with you along with some of our Student Ambassadors. If you have any queries or there are any problems at all at any time, please speak to any one of us. We will have a mobile phone for use in any emergency - the number is **07388 560712**. It might be useful to put this number into your own mobile, if you have one, under 'Headstart' so that you have it with you at all times. Your parents/guardians should also be given this number.
- Your **accommodation is in University Court** on the main campus - (grid reference A3 (no 3) on the campus map). There will be a secure room in the Innovation for Health Learning Laboratory building in which to leave your bags on registration. You are asked to please ensure you have everything you need for the day out of your bags as these will be locked away until the end of the day when you will be reunited with your bag in order to check into your accommodation.
- **Clothing** should be sensible, as you will be working in a mixture of environments including laboratories and outdoors, and as this is Britain, it makes sense to bring something waterproof! Some of you may have opted to play sports or to go on the walk, and so make sure you have suitable sports kit - trainers, shorts etc., and comfortable shoes.
- **Badges will be supplied and will need to be worn at all times please.**
- All **meals are provided**. Breakfast and two of the dinners will be in Young's Kitchen which is not far from your accommodation in University Court. For lunch you will receive vouchers to the value of £5.00 to be spent in Hillside Restaurant. One dinner will be held at Surrey Sports Park.
- Wi-Fi internet access will be available in communal areas on campus but not in student bedrooms. Students will be provided with a login on arrival.
- **During your stay at the University you should abide by the conditions set by Headstart, which you should have read and accepted previously – this includes the rules on alcohol and leaving the campus. Local rules and health and safety instructions will be issued on the first morning.**