

# icccbe<sup>2010</sup>

## On-campus Accommodation Guide

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# 1 Overview of on-campus accommodation

University Campus accommodation are provided in the following residential blocks:

1. Cavendish
2. Hardwick
3. Chatsworth
4. Foston

The location of these blocks within the Campus is illustrated in **Figure 2**. All of the blocks are managed by the office in the Cavendish Hall. This is where residents will check-in, have their breakfast, and check-out. The community room and the bar are also located in Cavendish Hall. Your booking would have been in one of the above 4 blocks. An actual picture of each building block is presented in Figure 3.

## 1.1 How to get to on-campus accommodation

The halls of residence are located at the following address which could be used for satellite navigation:

**Cavendish Hall, University Park, Nottingham NG7 2QL**

Additional information about directions to the University Park from designated locations may be found from the icccbe2010 Conference website under the Travel section, accessed via <http://www.engineering.nottingham.ac.uk/icccbe/travel>

## 1.2 Contacts for accommodation matters

If you have any problems and have questions regarding accommodation, you could contact:

[icccbe@nottingham.ac.uk](mailto:icccbe@nottingham.ac.uk) (icccbe2010 organizers – for bookings matters)

[conferences@nottingham.ac.uk](mailto:conferences@nottingham.ac.uk) (Conference centre organisers – for residential matters)

Tel: +44 (0) 115 846 8000 (EMCC event co-ordinator: Maria Rogers)

Tel: +44 (0) 777 138 8765 (icccbe2010 representatives: Henry Oti and Theodoros Pittrakos).

## 1.3 Checking-in procedure

Check-in for all bookings will take place at Cavendish Hall main reception. The check-in is open between **3pm** and **12 midnight** on all days.

### 1.3.1 Early arrivals – before 3pm

If arriving before 3pm, delegates will be able to leave their bags at the reception of Cavendish Hall. They will then be able to check into their rooms after **3pm**.

### 1.3.2 Late Arrivals – after midnight

Delegates arriving on campus after midnight must inform in advance the conference organisers. On arriving they should go to the Cavendish Hall reception (as instructed in section 1.1) and call +44(0)777 138 8765. A representative of the organisers will come and greet them and show them to their room. If you arrive after midnight unexpectedly, then please call security on +44(0)1159513013 (or 13013 internal number). They will come and meet you outside Cavendish Hall and give you your room keys. Apologies are made in advance as this may take a while for a member of security to arrive at Cavendish Hall.

## 1.4 Breakfast

Breakfast will be served in Cavendish Dining Room - there will be a hot and continental option available. Breakfast is normally available between 7am and 9am. Exact timings will be available on check-in.

## 1.5 Checking-out

On the day of your departure, please check out of your room by **10am** at the latest. Please return the room key to the Hall Reception. A charge maybe incurred if your room is not vacated by 10am. If checking-out is early and the reception is not manned, there is a box to drop the keys into. If this is before breakfast is served, the hall staff can provide a take-away breakfast in a bag for those leaving early. They will need to give the hall staff 24hrs notice.

## 1.6 Room Facilities

- Tea and Coffee making facilities
- Towels and a Toiletry pack
- Fridge
- Wired internet access and data cable
- En-suite bathroom

NB: TV or Hairdryer are NOT provided.

### 1.6.1 Halls of Residence – FREE Internet connection

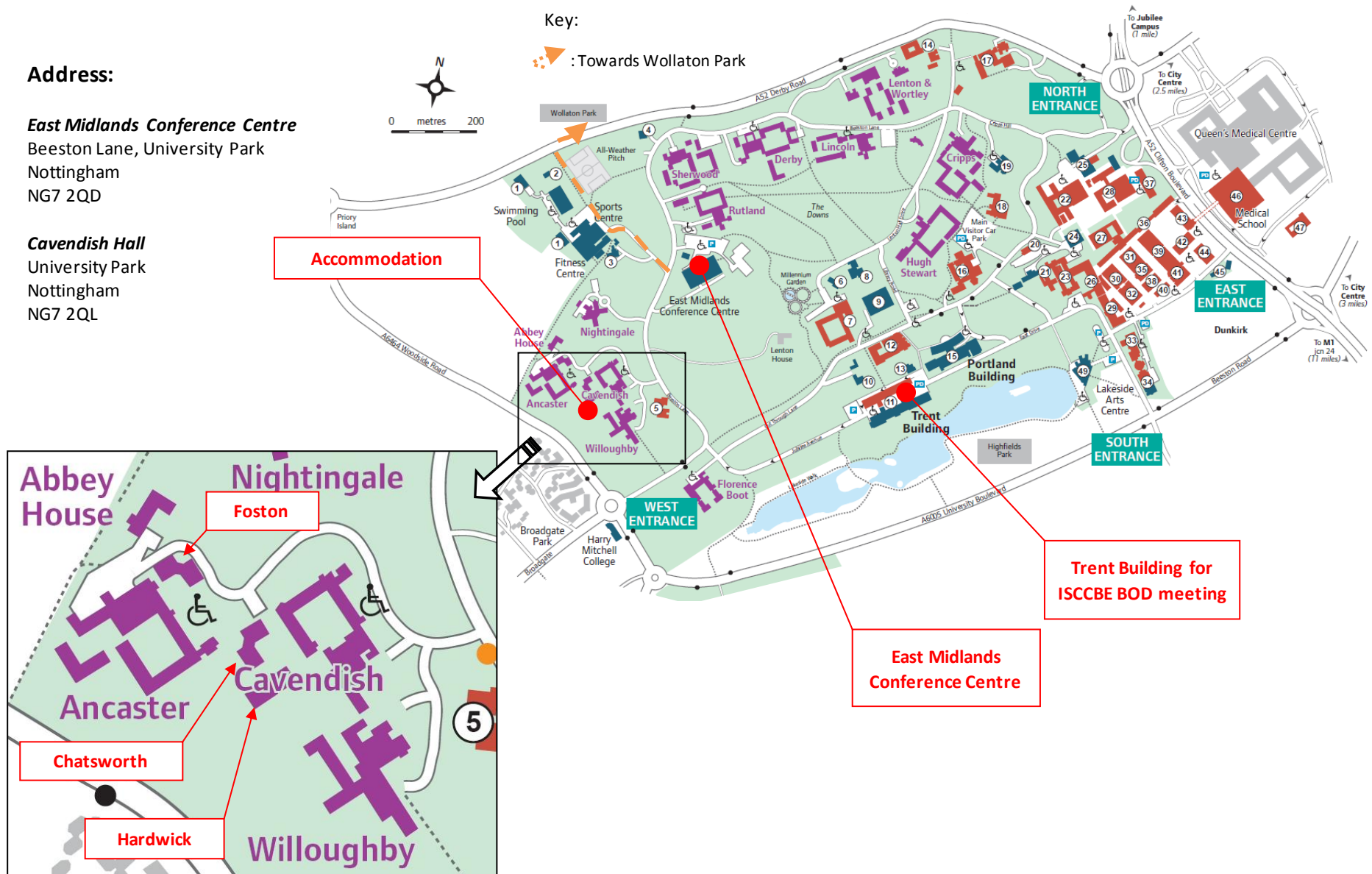
Each room has access to the SNS network using a data cable which plugs into the data socket. In order to connect, delegates should plug the data cable (provided) into their PC and connect it to the data point. On opening Internet Explorer (or another internet browser), they will see the “Welcome to the Student Network Service screen”. They will be asked to confirm whether they are a visitor or member of the University. Visitors should click **Visitor** to continue. They will be asked to confirm that they agree to abide by the terms and conditions. Once they have done this they will be asked to register their computer. All users will need to provide some details so that we can contact them if necessary (for example in an emergency or abuse of the service). By clicking **Continue**, visitors are assumed to have agreed to these terms and conditions. After completing this final stage, they will be registered and can use the SNS for up to seven days.

The screenshot shows a web browser window displaying the 'Network Registration' page for The University of Nottingham. The page has a header with the university's logo and name. Below the header, there are two main sections: 'Registering Your Computer' and 'Help'. The 'Registering Your Computer' section contains instructions and a form with the following fields: 'Create Username and Password' (with sub-fields for 'Please type a username (at least 6 characters in length)' and 'Please type a password (at least 6 characters in length)' and a 'Re-type password' field), 'Reason for visit' (with a dropdown menu and a text input field), and 'Contact Information' (with sub-fields for 'Your Name', 'Telephone Number', and 'Email Address'). A 'Register' button is at the bottom of the form. The 'Help' section contains text explaining the registration process and the validity of the session.

Figure 1. Example of the Registration Screen

**East Midlands Conference Centre**  
Beeston Lane, University Park  
Nottingham  
NG7 2QD

**Cavendish Hall**  
University Park  
Nottingham  
NG7 2QL



**Figure 2. Location of on-campus residential blocks and conference centre**



Cavendish



Hardwick



Chatsworth



Foston

Figure 3. Residential blocks



## 1.7 Sports facilities

The following Sports Facilities are situated on Beeston Lane opposite the East Midlands Conference Centre (Building 1 in Figure 2). The Swimming Pool and Fitness Centre are free to residential conference delegates, all other facilities will be charged for. Please take your room key with you as this will act as your pass. For the other facilities, advance booking is advisable. These include squash, snooker, tennis etc. You can book 1 week in advance where stated or go to the main reception of the Sports Centre. Opening times are included below.

Visit [www.nottingham.ac.uk/sports](http://www.nottingham.ac.uk/sports) for more information.

### **Swimming Pool – Free**

Monday	7.30am – 8.30pm
Tuesday	7.30am – 8.30pm
Wednesday (2 lanes)	7.30am – 8.30pm
Thursday	7.30am – 8.30pm
Friday (2 lanes after 5pm)	7.30am – 8.30pm
Saturday	9.00am – 5.00pm
Sunday	9.00am – 4.00pm
£1 coin required for lockers (refunded)	

### **Fitness Centre – Free**

Monday to Saturday	7.00am – 10.00pm
Sunday	8.00am – 8.00pm

### **Squash Courts - Charge** (Can be booked 1 week in advance – 0115 9515516)

Monday to Saturday	9.00am – 10.30pm
Sunday	9.00am – 4.30pm

### **Snooker - Charge** (Can be booked 1 week in advance – 0115 9515516)

Monday to Saturday	9.00am – 10.00pm
Sunday	9.00am – 5.00pm

### **Tennis Courts - Charge** (Can be booked 1 week in advance – 0115 9515516)

Monday to Saturday	10.00am – 10.30pm
Sunday	9.00am – 4.00pm

**Artificial Turf - Charge** (Phone for Availability – 0115 9515516, bookings and payment must be made in person at Sports Centre Reception)

Monday to Saturday	9.00am – 10.15pm
Sunday	9.00am – 4.00pm

## 1.8 Medical – general information

Cripps Health Centre is situated on-campus near Cripps Hall on Cripps Hill at University Park. Within the building there is a University Occupational Health Unit and a Boots Pharmacy.

### **Contact Numbers:**

Tel:	0115 8468888 / 0115 9501654
Internal Tel:	75 or 68888
Fax:	0115 9480347
NHS Direct:	0845 4647

### **Opening Times**

Open Monday to Friday -	9.30am – 12noon 2.30pm – 5.00pm
Reception opening times -	8.00am - 6.00pm

### 1.8.1 Urgent/Emergency Appointments

There are urgent/emergency appointments available with the 'Duty Doctor', Monday to Friday both morning and afternoon sessions. These important slots are only for true urgent medical problems. There is always a nurse and doctor available for urgent problems when the surgery is closed. This service can be accessed by phoning the Health Centre number and you will be transferred through to their service. The **Out of Hour** service is provided by Nottingham Emergency Medical Services (NEMS). This is based at Fanum House, a short distance from the Campus and will provide advice or arrange to see you as necessary. Additionally, The Queens Medical Centre Hospital is located opposite the University Campus via North Entrance.

## 1.9 Emergency information

### Hall Fire Procedure

Instructions in the event of a fire are posted on the back of each bedroom door. This will include the assembly point for that hall.

### EMCC Fire Alarm

The fire alarm is a continuous single tone siren.

If the alarm sounds, leave the building by the nearest fire exit.

The building will be evacuated under the direction of the Centre Staff.

The assembly point is the Lower Car Park close to the "Sales Office" which is the cottage at the entrance to the car park. All visitors must wait there until the all clear is given by a member of the Centre Staff.

In the event of a fire or emergency a member of the Centre Staff must be informed so that WE can summon the emergency services. In the unlikely event that no member of the Centre Staff is available you must dial 8888 on the internal telephone system and NOT 999.

### 1.10 Telephone contacts

Cavendish Reception: +44 (0) 115 951 4272 (manned until midnight).

General Campus Security Number: +44 (0) 115 951 3013.

Emergency Campus Security Number: Internal Number 8888.

EMCC Reception: +44 (0) 115 951 3640 (9am–5pm Monday to Friday).

## 2 University Park on-campus amenities

The following shops on the University Park Campus are based in the Portland Building (Building 15 in Figure 2):

### Student Union Shop.

Vacation Opening Times:

Monday to Friday 8.30am – 5.30pm

Saturday and Sunday closed

### Natwest Bank

Monday to Friday 9.00am – 4.30pm

Wednesday 9.30am – 4.30pm

Telephone 0870 240 3311 (call centre)

Internal Telephone 0115 95(12168)

### HSBC Bank

Monday to Friday 10.00am – 3.00pm

Telephone 0845 740 4404 (call centre)

### Boots

Monday to Friday 8.30am – 5.30pm

Saturday and Sunday closed

### 3 Off-site amenities

Nottingham City Centre has extensive range of restaurants, pubs, bars and cafes. However, if you are after close-by choice, the closest off-campus facilities can be found in Beeston Town Centre. This is approximately a 10-15minute walk. Leave campus via the West Entrance and continue over the mini roundabout onto Broadgate. Continue along Broadgate for approximately half a mile until you hit Beeston High Street. There are various, shops, bars, takeaways and a Sainsbury's. There is also an organic Supermarket opposite Sainsbury's Car Park. West Entrance and Broadgate can be located on the bottom left of your campus plan.

A site that is worthwhile visiting while at the Conference is **Wollaton Park** (about 5 min walk from the Conference Centre - see Figure 2 for directions). The Park include a historic hall by a lake, a deer park, gardens, the Nottingham's Natural History Museum, and the Yard Gallery. The Wollaton gate is usually open between 8:30am and 8:00pm. **Entry is FREE**. For more information on entry hours please visit: <http://www.nottinghamcity.gov.uk/index.aspx?articleid=1037>

#### 3.1 Local Eateries, Pubs, Take-away and Taxis

##### Restaurants – pre-booking is advisable.

###### **Mr Mans**

Wollaton Road, Nottingham  
Chinese Menu  
Tel: 0115 9287788

###### **Bombay Brasserie**

124 High Rd, Beeston  
Indian Menu  
Tel: (0115) 9222228

###### **Amores**

137 Station Rd, Beeston  
Italian Menu  
Tel: 0115 9224224

##### Take-Away

<b>Bombay Brasserie</b>	Tel (0115) 9222228
<b>Dominos Pizza</b>	Tel (0115) 9436363
<b>Yun Cantonese</b>	Tel (0115) 9222084

##### Pubs / Food.

###### **The Priory Pub and Toby Carvery**

Derby Rd, Wollaton Vale  
No booking necessary  
Pub with Carvery Restaurant  
Tel: 0115 922 1691  
This is within a walking distance from the Campus (see

###### **The Nurseryman.**

177 Derby Road, Beeston  
Pub that serves standard bar food.  
No booking necessary.  
Tel: 0115 91722021

###### **The Hemlock Stone and Dragon**

Bramcote Lane, Wollaton  
Pub with Thai Restaurant  
Thai and English Bar Food  
Tel: 0115 9284463

##### Taxis:

<b>Cabline:</b>	0115 9226225
<b>Toton Taxis:</b>	0115 8756991
<b>Beeston Taxis:</b>	0115 9220202
<b>Cable Taxis:</b>	0115 9229229