

## Frequently Asked Questions Warwick Conferences' Conference Park

### Location and travel

#### Where in Coventry is the University of Warwick?

Just four miles from Coventry City centre, we are sited at the hub of the central motorway network.

#### What is the Conference Park?

This is the name given to the facilities provided by Warwick Conferences on the main University campus. The building used for dining and bars is Rootes Building and Conference Reception is within the Students Union Building.

A link can be found for all relevant traffic information at: <http://www.warwickconferences.com/delegates/delegates-conference-park>.

Once you arrive on campus please look out for the blue Warwick Conferences signage to direct you to the car parks and conference venues.

#### Where is the nearest Mainline Rail Station?

Coventry Intercity station is only four miles from the University. A taxi would cost approximately £11.00 from Coventry station to the University campus. Birmingham International Railway Station is also close to campus and a taxi from this location would cost approximately £27.00.

#### Is there a taxi rank on campus?

Taxis are available on Health Centre Road opposite Warwick Arts Centre at most times of the day. Alternatively you can contact Conference Reception for more information and relevant phone numbers.

#### Can I travel by bus from Coventry Railway Station or Bus Station?

The Number 12 bus runs from Coventry Bus Station via Coventry Train Station to the University

#### Is car parking free or do you have to pay?

The Conference Park offers limited complimentary parking in specified car parks. You will need to display your parking permit in the windscreen of your vehicle, the permit will be sent by your Event Organiser.

#### If I have a minibus or high sided vehicle – where can these be parked?

It would be advisable to let your Event Organiser know of your requirement for specific car parking, as the majority of University car parks are multi storey.

### Accommodation

#### What time can I collect my bedroom key?

Check in for the Conference Park is from 15:00 onwards. Keys are collected from Conference Reception, unless you have been notified of a different location by your Event Organiser.

#### What will happen if I arrive after 22.45 and Conference Reception is closed?

Conference Reception is open until 23:00. If you are planning to arrive later than 22.45, please call in advance on 02476 528910 to arrange key collection from an alternative location. Once Reception is closed there is clear signage on the main door explaining the process for late arrivals.

#### Will we stay in halls of residence?

All Conference Park accommodation is student style either a standard or en-suite room. Your Event Organiser will be able to advise you on which type of accommodation you have been allocated.

#### Do any of the residences have lifts?

Some residences do. If you have a particular requirement then please discuss with your Event Organiser.

**What time do I need to check out of my room?**

Check out time is 09:30 and all luggage and belongings should be removed at that time.

**What electrical supply is available in the bedrooms?**

Electricity is supplied at 220/240v and 50 cycles AC. Most foreign appliances will require an adaptor or transformer. Adaptors are available to buy at Rootes Grocery Store.

**Are there any laundry facilities on campus?**

The launderette is situated between Rootes Building and Rootes residences, opening times are available from Conference Reception for self-service washing and drying. There are also laundry facilities available in some of the residences. All machines require the correct change and you will need to provide your own washing powder and fabric softener.

**Will I have access to a kitchen within my accommodation block?**

Each delegate will have access to a kitchen although this may not be directly adjacent to their bedrooms. Please note these areas will not contain any cooking equipment or utensils.

**Facilities on campus****What Leisure facilities are there and do delegates have access?**

Delegates may use some of the University's Leisure facilities free of charge providing they take along their bedroom key or delegate name badge as a means of identification. Other facilities are available for a nominal charge and may need to be booked in advance. The towel from your bedroom can be taken to the Sports Centre, alternatively you can hire an additional towel at the Sports Centre for £1.75. Please see <http://www2.warwick.ac.uk/services/sportscentre> for further details.

**What religious services are available on campus?**

The Chaplaincy is a vibrant space for all members of the University community and visitors. To gain access to the Chaplaincy, please ask at Conference Reception for details.

**Are there any cash machines or banks on campus?**

There are branches of Barclays and Santander, both have cash machines in the Students Union Building (directly next to Rootes Building).

**Where can I access my emails?**

Conference Park delegates can access the WiFi network around campus and within their accommodation block, please ask at Conference Reception or any member of the team for the details of how to connect.

**If I am having mobility problems is there anything you can do to help?**

Mobility scooters are available for conference delegates; please ask at Reception for more information.

**What should I do if I am not feeling well?**

Please contact Conference Reception on 02476 528910, who will ensure a message is given to your Event Organiser. We do not have a resident doctor available for conference delegates, but in the event you require medical attention, this can be done via our 24 hour Security Team on 02476 522083. Alternatively there is a Walk In Medical Centre in Coventry - [click here for more details](#).

### **Is there anywhere on campus I can buy toiletries or get pharmacist advice?**

There is a pharmacy located in the Students Union Building and Rootes Grocery Store also sells a variety of items. These buildings are located next to Rootes Building.

### **Food and drink on campus**

#### **I have a particular special dietary need – can you manage this?**

The Conference Park Team can manage all special dietary needs if they are aware of the requirement in advance. Please ensure you communicate this to your Event Organiser before arriving at Warwick. Once on campus, please ask any of the team in the restaurant for more information or guidance.

#### **Where can I purchase alcohol on campus?**

There are three licensed buildings where you can purchase alcohol for consumption within or outside of that building. These are:

- Rootes Building
- Warwick Arts Centre
- Students Union Building
- Rootes Grocery Store is also a licensed retail shop, however alcohol purchased from Rootes Grocery Store cannot be consumed in any of the above licensed areas.

### **Local Area**

#### **What is there to do in the local area?**

There is a wide range of social and sports facilities available on campus, including woodland walks, a sports hall, swimming pool and squash courts. The largest Arts Centre outside of London - Warwick Arts Centre is also onsite where you can watch the latest cinema releases and/or performances. Coventry city centre is only three miles away and the towns of Warwick, Stratford Upon Avon and Leamington are close by.

#### **Where are the nearest shops to campus?**

There are a number of retail shops on campus including Rootes Grocery Store, Pharmacy, Bookshop and Hairdressers, for any other requirements there is:

- Cannon Park Shopping Centre is within ten minutes walk and has a large supermarket and several smaller retail shops
- Central Six Retail Park is a ten minute car journey (next to Coventry Railway Station) and has a large chemist and some good sized high street stores

### **Other useful information**

#### **What signage should I look out for on campus?**

University Signage – these are positioned around campus highlighting all Academic Buildings and social spaces – they are white rectangular blocks

Warwick Conferences / Conference Park signage – these are blue swing signs used to highlight car parking spaces and spaces used for conferences. Look out for the conference logo.

#### **Are there any other useful items I could bring with me?**

- An umbrella – as you will be required to walk between some buildings
- Any sports equipment that you may require during your stay
- Additional towels for use in the Sports Centre
- Suitable clothing and footwear
- Phone charger