

create your

FUTURE



Visitor guide



Date:

23 – 24 November 2021

Venue:

Manchester Central

Address:

Windmill Street

Manchester

M2 3GX



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A

Accidents and near misses

If you are involved in or witness an accident or near miss while on-site, please report it to the organiser's office immediately, located at the front of the hall.

Accessibility

Full details on accessibility can be found on the Manchester Central Webpage:
<https://www.manchestercentral.co.uk/accessibility>

Arrival

On arrival, please head to the main entrance of Manchester Central.

Please have your ticket ready to scan into the event. Everyone will need to have pre-registered and have downloaded their ticket before they enter the venue. If you have issues with a cracked phone screen, please bring a printed copy of your ticket to be scanned.

Your exhibition ticket is personal to you and should not be passed on to other group members, as this could compromise the security of your data.

To comply with data protection regulations, it's essential that individuals at our exhibitions use their own ticket – both on entering, and when visiting exhibitors' stands. Anyone found to be in breach of this will be asked to leave the event and register again to be readmitted.

Please be aware, the venue will be conducting bag searches.

C

Car parking

Manchester Central has a 24-hour NCP car park located directly below the building, holding 720 cars, including 18 disabled bays. The maximum height of this car park is 1.98m.

The address is:
Lower Mosley Street
Manchester
M2 3GX

More information can be found on the [Manchester Central website](#).

Catering

There will be refreshments available for visitors to purchase in the main foyer, and the exhibitor and teacher lounge, at the back of the hall.

The exhibitor and teacher lounge will be serving snacks and sandwiches – cash and card payments are accepted.

Cloakroom

There is a cloakroom service, at the main reception desk in the front foyer.

Coaches

If you're travelling by coach or minibus, please follow the directions of the traffic marshals.

Due to a change in the access for coaches at Manchester Central we will be implementing a new coach drop off and pick up procedure. Coach arrival times may result in different arrangements; therefore, we will be sending out instructions along with coach passes 2 weeks before the event to those who have specified that they will be arriving via coach/minibus

When you are ready to leave the exhibition, please ensure all your students are together and make your way to our designated coach pick-up point. The traffic marshals will make sure your coach is ready, using the number you were given when you arrived. Due to a large number of coaches and the small space available, **it is essential to follow the traffic marshals' instructions at all times.**

For information regarding coach parking, please see the [Manchester City Council website](#). Alternatively, Manchester Central has also provided some [information on its website](#).

Covid-19 Precautions

Before you attend

Check for symptoms of Covid-19

(Symptoms are: a high temperature, new and persistent cough, or a loss of/change in sense of taste or smell). If you, or anyone you live with, have one or more of these symptoms (even if they are mild) please do not attend our exhibition. Please follow the [guidance on testing and self-isolation](#).

During your visit

Entry to venue for over 18s

Proof of double vaccination, Covid-19 antibodies or a negative lateral flow test will be required to gain entry in to the event. Proof of vaccination can be your NHS Covid Pass (on your app) or your completed vaccination card. Proof of a negative lateral flow test result can be uploaded to the NHS app and needs to be taken within 48 hours of entry – if you are unable to bring your phone with the app on as proof of the lateral flow test result, a printout of this will be acceptable.

Entry to venue for under 18s

Visitors under the age of 18 will either need proof of double vaccination or will need to have been tested within 48 hours of attending the event, with a negative result. For schools bookings a member of staff from the school may confirm that the group have all been tested within 48 hours of attending the event, with a negative result. Individuals not attending with a school should use the NHS app as proof of a negative test or double vaccination.

Track and Trace

Venues are no longer required to collect customer contact details, or keep a record of staff and visitors, but they are encouraged to continue to display an NHS QR code for customers to check in using the NHS Covid app. Venues (or organisers) do not have to ask customers to check in or turn them away if they refuse.

The venue will have a QR code that you can use to check in on arrival to the venue and we recommend that you do this via the NHS Covid app. We will also have a check in system in place to gain entry to our exhibition so you can either fill out your details or again scan the QR code via the NHS Covid app.

Temperature checks

We may be operating a temperature check system when entering the event hall. If checks are required these will be performed by a member of staff (UCAS or the venue). No personal data will be captured.

Self-scan for tickets and onsite registration

This year we will be operating a self-scan service to gain entry into the event hall. This area will still be staffed but at reduced capacity to help with social distancing and crowd density management.

Face coverings

We recommend that you wear a face covering inside the venue and the hall unless you are exempt. We will have a provision of these at the registration area but advise that you bring your own.

Social distancing

We will be operating social distancing of 1m+ within the public areas in the venue and our event hall.

Crowd density

We have limited the booking slots and spread them out over the day to lower the number of visitors in the hall at any given time.

We will have one-way systems in feature and catering areas. These areas will be clearly marked with the safe number of people at any given time and will be marshalled to check those numbers are not exceeded.

Cleaning

Manchester Central will be regularly cleaning high traffic and touchpoint areas throughout the event.

Hygiene

There are hand sanitiser stations located throughout the venue and in our event hall. but we also advise you to bring your own hand gel, if possible.

Feature areas

We will be operating a one-way system in the feature areas with separate entrance and exits into the space; we will also be operating the 1m+ social distancing rule. All the feature areas will be cleaned after each session.

Please note that the information and advice in the COVID 19 precautions section is based on the latest government advice as of 7 September 2021.

D

Directions

By Road

M6 (from south – Stoke-on-Trent, Birmingham)

Leave the M6 at junction 19, just after Knutsford Services. Follow the A556 towards Altrincham, and pick up the M56 towards Manchester Airport. Follow the motorway onto the A5103 (Princess Parkway), then follow signs for Manchester Central, Petersfield.

M6 (from north – Preston, Blackpool, Carlisle)

Leave the M6 at junction 21a for the M62 towards Manchester. At junction 12, join the M602 and continue to the end of the motorway (Regent Road Roundabout, Salford). Follow signs to the city centre along Regent Road, then to Manchester Central, Petersfield.

M62 (from west – Liverpool)

At M62 junction 12, join the M602 and continue to the end of the motorway (Regent Road Roundabout, Salford). Follow signs to the city centre along Regent Road, then to Manchester Central, Petersfield.

M62 (from east – Leeds, Yorkshire)

At M62 junction 18, join the M60 westbound. Take junction 17 onto the A56 (Bury New Road), and follow signs to the city centre, then to Manchester Central, Petersfield.

M56 (from west – North Wales, Chester, Ellesmere Port)

Follow the M56 past Manchester Airport. Continue onto the A5103 (Princess Parkway), then follow signs for Manchester Central, Petersfield.

By rail

Manchester has direct rail connections to most major UK cities. Services arrive at Piccadilly or Victoria stations, where passengers can connect with Metrolink trams for easy access to the city centre.

Manchester Central is a 20-minute walk from Piccadilly station, or just five minutes by taxi. Alternatively, catch a connection train to Oxford Road Station, which is five minutes from Manchester Central on foot.

Further information on train services can be found at www.nationalrail.co.uk.

E

Emergency procedures

In the event of an emergency please follow the instructions of our security staff.

Event staff

For any general queries during the event (e.g. directions to facilities), ask any of the event staff, who can be identified by their red UCAS t-shirts.

F

First aid

The venue has a medical room, staffed by qualified first aiders. If you need medical assistance, please contact the organiser's office at the front of the hall in the foyer – signposted by a large flag.

I

Insurance

The organiser has adequate public and employee liability cover.

While the organisers take every precaution to protect visitor property during an event, they aren't responsible for any loss or damage. All group leaders should ensure they have adequate public and employers' liability cover, in line with the booking terms and conditions.

Internet

WiFi is available at the venue, through an open network.

L

Lost property

All property found in the hall and handed to the reception desk in Manchester Central's foyer, will be kept for four weeks. After four weeks, if no claim in respect of that property has been made by any person, Manchester Central reserves the right to donate the item to Manchester Central Social Committee's designated charity.

O

Organisers

The organiser's office is located at the front of the hall and is signposted by a large flag.

P

Parking

Please see the information in the 'Cars' and 'Coaches' section for details.

R

Risk assessment

The organiser has completed a risk assessment for the event. A copy of this can be requested by emailing events@ucas.ac.uk.

S

Security

Security is provided for the event at all times. If you are a victim of theft, please report it to the organiser's office immediately.

Student talks

Student talks, workshops, and performances will run throughout the event. These can all be found in the main hall and will be signposted. A full programme of events can be found on the [event webpage](#).

Smoking

Manchester Central operates a strict no smoking policy in the venue and would ask for your full cooperation in ensuring this is complied with. This includes e-cigarettes.

Social media

We will be posting lots of social media about the event via our Twitter/Instagram and TikTok accounts and we'll be using the hashtag #CreateYourFuture. Please feel free to use the hashtag.