

# VISITOR INFORMATION GUIDE

Date: 12 September 2023

Venue: Scottish Event Campus, Glasgow

**UCAS** DISCOVERY **UK TOUR**



# GETTING HERE

## Travelling by car or coach?

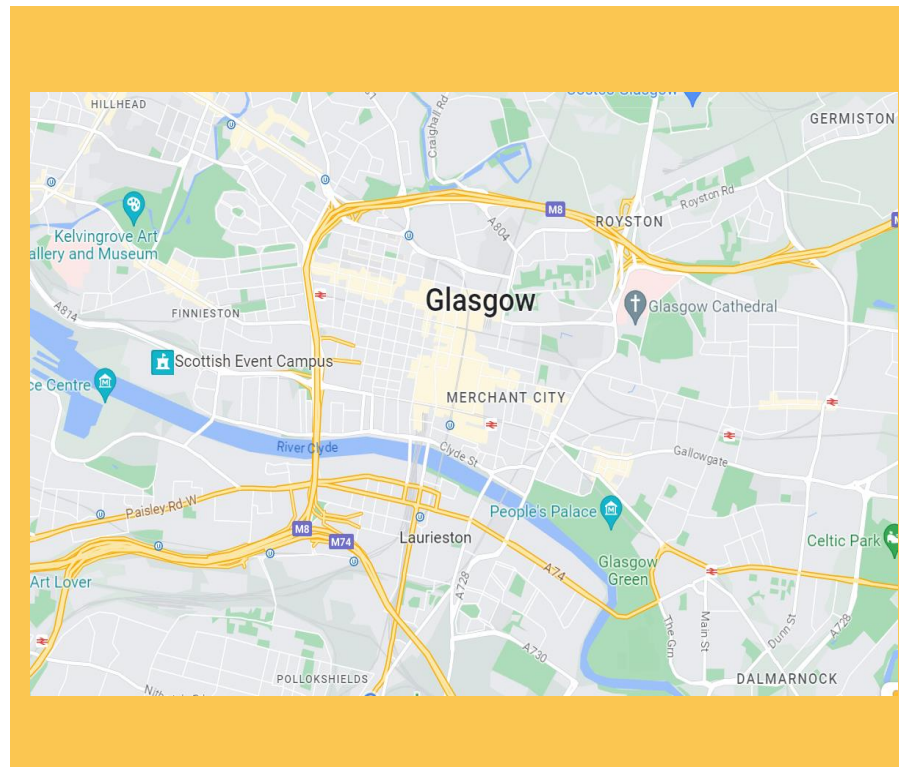
Those travelling by car should enter the postcode G3 8YW into their satnav for the multi-storey carpark. Leave the M8 at junction 19 and join the westbound Clydeside Expressway (A814). From the Expressway, take the exit for the Scottish Event Campus and turn left at the traffic lights. Take the right lane to access the multi-storey.

Coach drivers can drop off visitors at the west entrance to the Scottish Event Campus.

## Where can I park my car?

Visitor parking is available on-site in the multi-storey car park (operated by City Parking LLP). The satnav postcode for this is G3 8YW.

Pay machines are on the ground floor, or level 2 of the car park. Payment can be made by cash or card on arrival, or before departure. For more information, please visit the [Scottish Event Campus website](#). There is a height restriction of 2m.



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## Where can I park a coach or minibus?

Coach drivers can drop off visitors at the west entrance to the Scottish Event Campus. They will then be directed by traffic marshals to the coach park, where they can park free of charge until they pick up their visitors.



## Travelling by public transport?

By Road:

Those travelling by car should enter the postcode G3 8YW into their satnav for the multi-storey. Leave the M8 at junction 19 and join the westbound Clydeside Expressway (A814). From the Expressway, take the exit for the Scottish Event Campus and turn left at the traffic lights. Take the right lane to access the multi-storey.

By Rail:

The Scottish Event Campus has its own dedicated railway station – Exhibition Centre – allowing easy access from the city centre and suburbs. There are six trains an hour, from Glasgow Central station, and the journey takes around three minutes. More information can be found on the [Scottish Event Campus website](#).

By Bus


The Riverside 100 service operates from George Square in Glasgow city centre directly to the SEC. The X19 Stagecoach service operates near to the Scottish Event Campus, stopping on Finnieston Street only a few minutes' walk from the venue.




# WHILST YOU'RE HERE


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## When you arrive

 On arrival, please head up the boulevard to Hall 3, where you will see the UCAS signage. Please have your ticket ready for inspection. If you don't have a ticket, please report to the on-site registration desk.

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,



# WHILST YOU'RE HERE

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## WiFi

WiFi is available at this event via an open network.

## Accessibility

Full details on accessibility can be found on the [Scottish Event Campus website](#)

## Catering

There will be refreshments available for advisers and exhibitors (The staff room) at the back of the hall. There are also other catering outlets out in the main foyer of the Scottish Event Campus.

For all other visitors there will be catering outlets available out on the concourse.

## 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 UCAS t-shirts.

## The Big Q&A and Subjects Talks

Student talks, workshops, and performances will run throughout the event within our Main stage and Mini Stage. 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](#).



# JUST IN CASES

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## Organisers

The organiser's office is located at the back of the event hall.

## Accidents & 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.

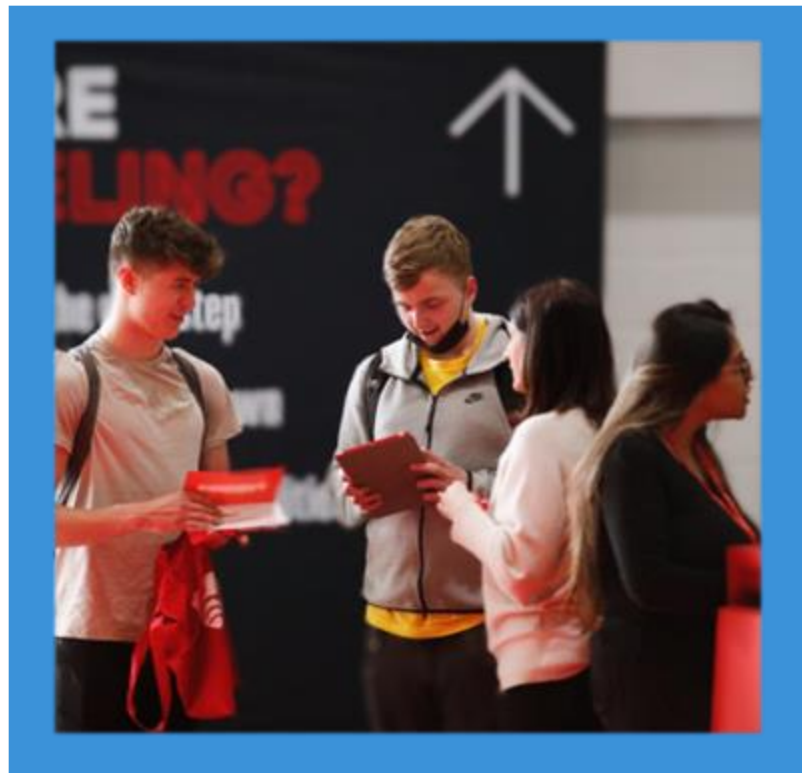
## Emergency procedures

If for any reason it becomes necessary to evacuate the venue, there will be a clear

announcement to that effect. Please leave the building by the nearest exit, and follow instructions of the venue staff who will direct you to your nearest assembly area.

## First aid

Should you require medical assistance please alert your nearest member of the security team or contact the organisers via the organiser's office.



# FREQUENTLY ASKED QUESTIONS

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- **Is there anywhere I can store my coat and bags?**

Unfortunately, there isn't a cloakroom available.

- **What insurance is in place for the event?**

The organiser has adequate public and employee liability cover. While the organisers take every precaution to protect visitor s' property during an event, they are not 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.

- **What happens to any lost property?**

All property found in the exhibition hall will be handed in to the Scottish Event Campus security desk. Should any visitor lose an item, please come to the organiser's office to report it.

- **Can I smoke/vape on site?**

The Scottish Event Campus 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.

- **What security is there?**

Security is provided for the show from 11 – 12 September 2023. The venue will conduct random bag searches and have a working sniffer dog in place for the duration of event. Please do not be alarmed by these, they are standard practices for a venue of this size. If you are a victim of theft, please report it immediately to the organiser's office.

- **Where can I get a copy of the risk assessment for the event?**

The organiser has completed a risk assessment for the event. A copy of this can be requested by logging into your E-net account or emailing [events@ucas.ac.uk](mailto:events@ucas.ac.uk).



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# CONTACT DETAILS

## Venue

Scottish Event Campus Hall 3  
Glasgow  
Scotland  
G3 8YW

## On site general enquiries

Event ambassadors, wearing UCAS t-shirts, will also be available to offer help and advice if you have any queries

## Contact details

Prior to the exhibition  
please call 01242 544  
808 or email  
[events@ucas.ac.uk](mailto:events@ucas.ac.uk)

Thank you for registering to attend the Glasgow UCAS  
Discovery exhibition.

