

UCAS Discovery Forth Valley

VISITOR INFORMATION GUIDE

DATE: 1 September 2023

VENUE: UNIVERSITY OF STIRLING

UCAS



GETTING HERE

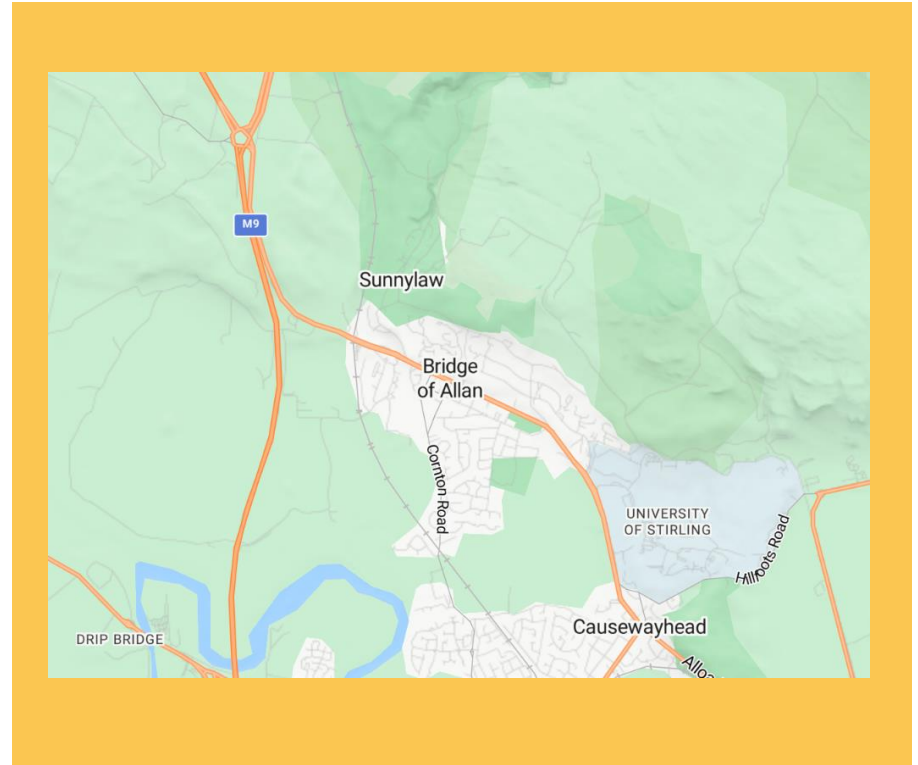
GETTING HERE

University of Stirling, Airthrey Rd, Stirling, FK9 4LA.
Exhibition held at Campus Central, Level 2. This is identified as point 12 on the [UoS Master Campus Map \(stir.ac.uk\)](http://stir.ac.uk)

TRAVELLING BY CAR OR COACH?

Car Parking – Cars should be parked at the South Car Park. This is to the south of the campus to the rear of The Stirling Court Hotel (point 9 on campus map). There is a road to the east of the hotel leading to the South Car Park. Parking will be free of charge for up to two hours. Thereafter there is parking tariff in place.

Coach Drop-off/Pick-up and Parking – Coaches should use the Bus Hub (located by Point 6). After drop off, if coaches are to remain on campus, they should be parked in the visitor's lane at the main entrance booth. Coaches should then return to the Bus Hub for pick-up. Buses/coaches are automatically exempt from the parking charges.



Click on this link for more information about getting here and parking: [Getting here | About | University of Stirling](#)

WHILST YOU'RE HERE

WHEN YOU ARRIVE



On arrival, please head to **Campus Central Level 2** located at **point 12** of [UoS Master Campus Map \(stir.ac.uk\)](https://www.stir.ac.uk). Please have your ticket ready for inspection. If you don't have a ticket on arrival, please report to the registration desk located at the **link bridge entrance to Campus Central Level 2**.



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 may be conducting random bag and wand searches. We thank you for your patience while this takes place.



WHILST YOU'RE HERE

UCAS

WIFI

Free public Wi-Fi service:
'UoS Guest Wi-Fi'
Open your web browser and follow the on-screen instructions.

ACCESSIBILITY

For all information about accessibility, including contact information for enquiries and requests, click here: [An accessible campus | Student life | University of Stirling](#)

CATERING

There are variety of food and drinks services available on level 2 of Campus Central as well as other areas of the campus. The full range can be found here: [Eating and drinking | Student life | University of Stirling](#)

EVENT STAFF

For general queries during the event go to the Help-desk situated by the link bridge entrance of Campus Central level 2 next to the Registration desk. You ask any of the event staff, who can be identified by their UCAS-branded t-shirts.

The Big Q&A and Subjects Talks

Student talks and workshops can all be found near Campus Central. A full programme of events can be found on [UCAS Discovery Forth Valley 2023 | Exhibition | UCAS](#)



JUST IN CASE

UCAS

ORGANISERS

If you wish to speak to the event organiser, they will be based in the exhibition venue, and can also be identified by UCAS branded t-shirts. If you need to speak to the organiser by phone prior to the event, please call **01786 466038**.

ACCIDENTS & NEAR MISSES

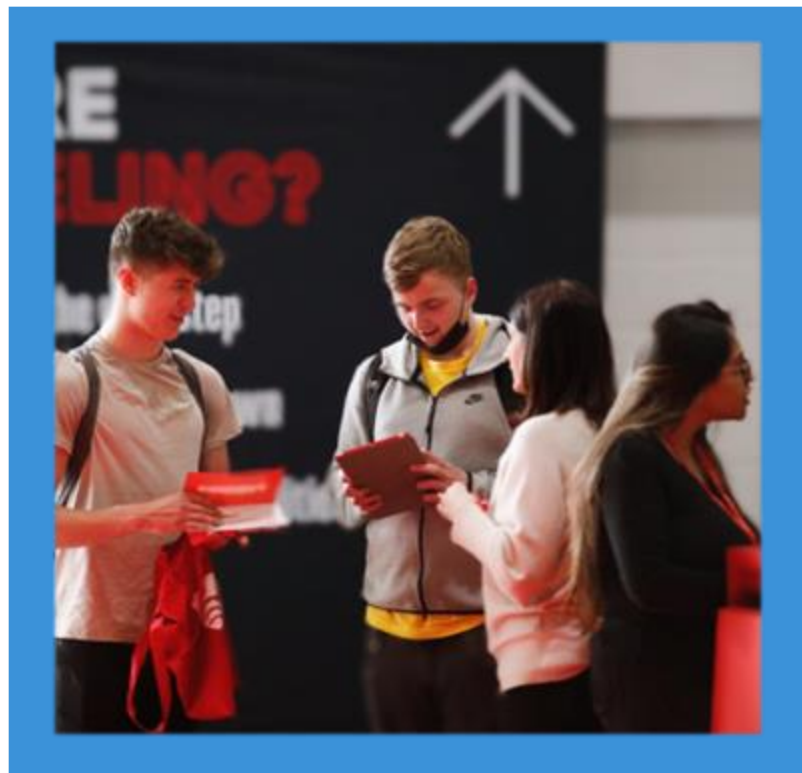
If you are involved in, or witness an accident or near miss while on-site, please report it at the **Help-desk** situated next to Registration Desk by the link bridge entrance of Campus Central level 2. You can also report this staff wearing the UCAS-branded t-shirts.

EMERGENCY PROCEDURES

Should an evacuation of the building occur, please follow the instruction of the event staff, and leave the build via the nearest exit.

FIRST AID

In the event of required first aid assistance, please go to the **Help-desk** situated next to Registration Desk by the link bridge entrance of Campus Central level 2. You can also report this staff wearing the UCAS-branded t-shirts.



FREQUENTLY ASKED QUESTIONS

- **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 visitors' 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?**

The Lost Property office is located at Cottrell Main Visitors Reception and can be contacted by phone at 01786 466999 or by email at lostproperty@stir.ac.uk. More information can be found here: [Lost and found property | About | University of Stirling](#)

- **CAN I SMOKE/VAPE ON SITE?**

Please note, throughout the build-up, duration, and break down of the exhibition, smoking, including the use of e-cigarettes, is prohibited throughout all University buildings, around entrances to buildings and within internal courtyards. For more information, visit: [Smoke Free Policy | About | University of Stirling](#)

- **WHAT SECURITY IS THERE?**

Security is present at the event throughout. If you are a victim of theft, please report it to the event manager immediately.

- **WHERE CAN I GET A COPY OF THE RISK ASSESSMENT FOR THE EVENT?**

The organiser has completed a risk assessment for the event and this will be uploaded to the group bookers enet account.

CONTACT DETAILS

VENUE

University of Stirling
recruitment@stir.ac.uk
01786 466038

CONTACT DETAILS

Prior to the exhibition
01242 544 808 or email
events@ucas.ac.uk

ON SITE GENERAL ENQUIRIES

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

Thank you for registering to attend the **Event** UCAS
Discovery exhibition.

