

VISITOR INFORMATION GUIDE

DATE: 13 June 2025

VENUE: Hartpury University, Sports Academy

UCAS



GETTING HERE

UCAS



GETTING HERE

Hartpury is located on the A417, just four miles north of Gloucester, and is easily accessible from the M5, M50 and M4.

Hartpury University
Hartpury Sports Academy
Gloucestershire
GL19 3BE
United Kingdom

What3words: [approvals.astounded.tripped](#)



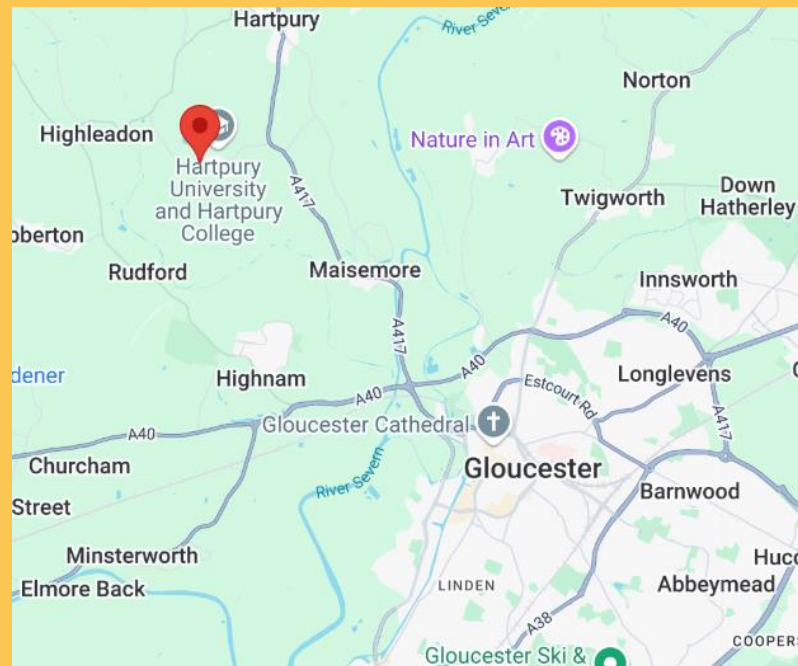
TRAVELLING BY COACH?

On arrival, follow signage and traffic marshals' instructions. Visitor coach parking is free. Once visitors have disembarked, all coaches will be directed to coach parking



TRAVELLING BY CAR?

Free parking is available onsite in the Sports Academy car park. Please follow the traffic marshals' directions and signage on the day.



WHILST YOU'RE HERE

WHEN YOU ARRIVE



On arrival, head to the **Sports Academy reception** and have your ticket ready for inspection. If you don't have a ticket on arrival, please report to the registration desk **at the Sports Academy reception**.



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.



Random bag and wand searches may be conducted, this is for your safety and that of other visitors. No bags permitted over the size of A4 (unless carrying medical equipment). Please leave backpacks and large bags at school/college or on your coach. We thank you for your patience while this takes place.



WHILST YOU'RE HERE

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WIFI

There is no WiFi network available for visitors attending the exhibition.

ACCESSIBILITY

The exhibition venue is accessible. Accessible toilets are in the main corridor. Designated accessible parking spaces are available in the Sports Academy car park.

CATERING

Refreshments are available for visitors to purchase onsite. Vendors will be positioned to the left-hand side as you exit the hall.

Complementary teachers' refreshments will be available in the staff room (situated upstairs, please follow on site signs).

EVENT STAFF

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

THE BIG Q&A - STUDENT TALKS

Student talks will run throughout the event within our stages. 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 CASE

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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 prior to the event, please email:

stephanie.tait@hartpury.ac.uk and
emily.smith@hartpury.ac.uk

ACCIDENTS & NEAR MISSES

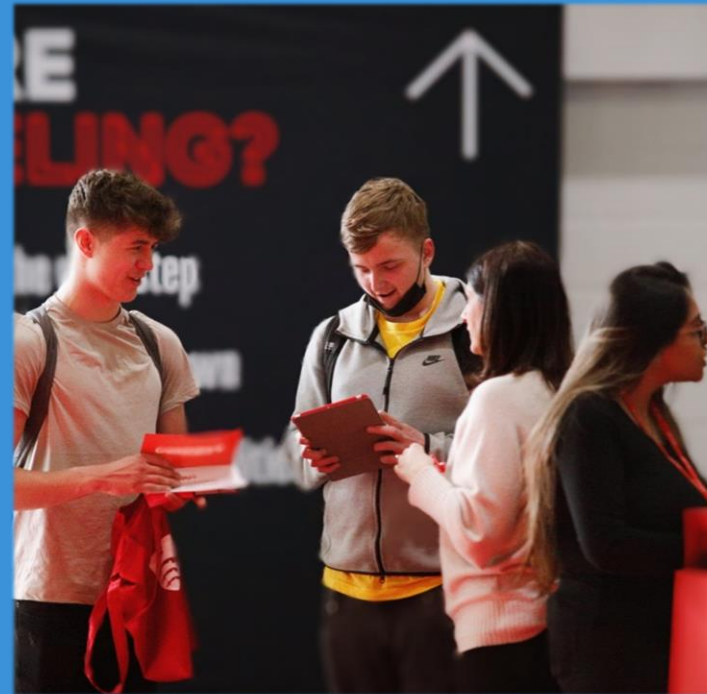
If you are involved in, or witness an accident or near miss while on-site, please report it to the **Exhibitor Help Desk** located in the exhibition hall.

EMERGENCY PROCEDURES

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

FIRST AID

First aiders will be based in a marked room in the main corridor when entering the exhibition hall.



FREQUENTLY ASKED QUESTIONS

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- **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?**

If any property is lost or found in the venue, please report it to Exhibitor Help Desk located in the exhibition hall. Items of lost property not collected on the day will be sent to main reception.

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

There is a strict policy of no smoking/vaping or drinking of alcohol during the event. Hartpury is a smoke free campus, this includes the grounds and buildings, the only exception is the designated smoking areas located on the opposite side of campus to the exhibition.

- **WHAT SECURITY IS THERE?**

Security is present at the event throughout. If you are a victim of theft, please report it to the Exhibitor Help Desk 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 E-net account.

- **DO YOU OFFER SUPPORT FOR NEURODIVERGENT VISITORS?**

Yes, we're committed to making our event accessible and welcoming for everyone. To support this, a designated classroom will be available upstairs as a quiet room. Please ask at the registration desk, and they'll be happy to direct you to the room.

- **CAN WE ARRANGE ADDITIONAL ACTIVITIES TO ENHANCE OUR VISIT?**

Yes, we'll be offering campus tours and demonstrations throughout the day as part of the event. Campus tours are only available when booked in advance. To book your group onto a campus tour contact, opendays@hartpury.ac.uk.



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CONTACT DETAILS

VENUE

Hartpury University,
Hartpury Sports Academy

Email:

stephanie.tait@hartpury.ac.uk
and
emily.smith@hartpury.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

CONTACT DETAILS

Prior to the exhibition

01242 544 808 or email
events@ucas.ac.uk

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

