

VISITOR INFORMATION GUIDE

DATE: 02 October 2025

VENUE: The Town Hall, Stornoway HS1 2BJ

UCAS



GETTING HERE

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The Town Hall is located on South Beach A866, opposite the South Beach car park.

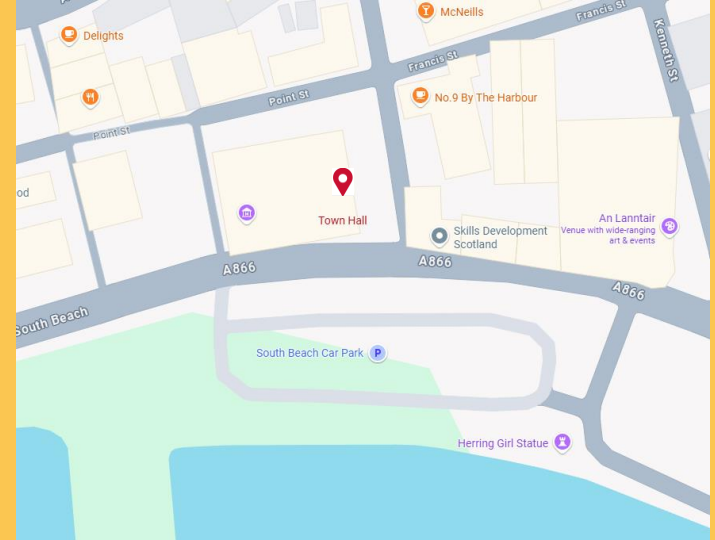
The full venue address is 20 South Beach, Stornoway HS1 2BJ.

WHAT 3 WORDS [///drones.dynamic.symphonic](http://drones.dynamic.symphonic)

TRAVELLING BY CAR OR COACH?

There is a public car park opposite the venue – South Beach Car Park.

Coaches can pick-up and drop-off at South Beach car park.



WHILST YOU'RE HERE

WHEN YOU ARRIVE



On arrival, please make your way to the town hall entrance where your ticket will be scanned as you enter the hall.



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 searches. We thank you for your patience while this takes place.



WHILST YOU'RE HERE

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WIFI

The Town Hall has free visitor wi-fi. Log-in details will be displayed in the hall.

ACCESSIBILITY

For full accessibility information please contact townhall@cne-siar.gov.uk.

CATERING

There will be no refreshments available for visitors to purchase at this event.

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.



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.

ACCIDENTS & NEAR MISSES

If you are involved in, or witness an accident or near miss while on-site, please report it **to a member of UCAS event staff or the venue front desk.**

EMERGENCY PROCEDURES

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

FIRST AID

Please report any accidents to the venue front desk and a first aider will be called.



FREQUENTLY ASKED QUESTIONS

UCAS

- **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 a member of staff at reception.

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

No, the venue is a non-smoking area.

- **WHAT SECURITY IS THERE?**

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

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

The organiser has completed a risk assessment for the event, if you would like to request a copy please email events@ucas.ac.uk.



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CONTACT DETAILS

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Prior to the exhibition

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

ON SITE GENERAL ENQUIRIES

Event staff in UCAS t-shirts, will be available to offer help and advice if you have any queries

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

