

# VISITOR INFORMATION GUIDE

**Date:** Tuesday 9 June 2026

**Venue:** Utilita Arena Sheffield

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



# GETTING HERE

UCAS



## Travelling by car or coach?

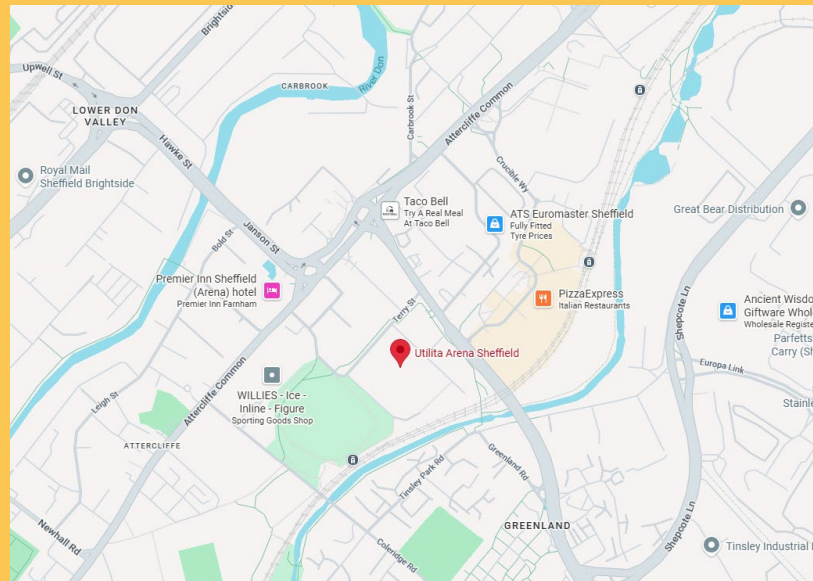
If using satellite navigation, please use postcode S9 2DF.  
Alternatively, for further information, please visit the [venue website](#).

You can also use what3words to direct you to the Arena's entrance:  
[W3W///tags.hobby.rating](https://www.what3words.com/what3words/W3W///tags.hobby.rating).



## Where can I park my car?

There is free parking available on-site at the venue. Please follow the directions of the traffic marshals to the designated car park.



# GETTING HERE

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## Where can I park a coach or minibus?

If you are arriving by coach or minibus, please follow the instructions of the traffic marshals, who will direct you to the designated parking area upon arrival.

For coaches or minibuses dropping off only, a separate located will be provided for student drop-off, after which the vehicle will be directed off-site. Coaches and minibuses can return later in the day to the same designated area for collection.

To assist the traffic marshals, coaches and minibuses will need to display a coach pass, which will be emailed to you approximately 1 week prior to the event. Ample parking is available for all coaches.



## Travelling by Public Transport?

### By Rail:

Sheffield's main railway station is situated in the city centre (Sheaf Street, Sheffield, S1 2BP) which is approximately a 10-minute taxi ride. To plan your rail journey, you can use [the National Rail's website](#).

### By Supertram:

The Arena has its own stop – Arena / Olympic Legacy Park. This tram stop is served by the Yellow Route and Tram Train. Tram tickets can be bought on board from the conductor, but for better value, buy ahead through the TSY App. More information can be found on the [Supertram website](#).

### By Bus:

The Arena is served by several bus routes. More information can be found on the [Travel South Yorkshire website](#). You can also view a full list of route maps for the whole region on the [First Bus website](#).

# WHILST YOU'RE HERE

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## When you arrive



In a change for 2026, upon arrival, please head to Entry B. Please have your ticket ready to scan. Everyone will need to have pre-registered and have downloaded their ticket before they enter the venue. If you don't have a ticket on arrival, please report to the on-site registration area by Entry B.



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, to access the venue, you will pass through the venue's security screening system called Evolv. More information about this can be found [on the venue's website here](#). We thank you for your patience while this takes place. The venue's policy is that rucksacks/backpacks are not permitted. **All bags larger than 30cm wide x 40cm long x 20cm deep (approx. A3 sized) are strictly prohibited.** We advise you to keep bags to a minimum or leave them on coaches where possible. There is no on-site facility to store prohibited items; more information can be found [on the venue's website](#).



# WHILST YOU'RE HERE

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## WI-FI

An open Wi-Fi network is available at this event; however, a reliable connection cannot be guaranteed.

## ACCESSIBILITY

Full details on accessibility can be found on the [Utilita Arena website](#).

## CATERING

There will be refreshments available to purchase at the venue on the ground floor level.

The Staff Room (for teachers and exhibitors only) can be found in the Arena club and will be sign-posted.

In both areas, a variety of items are available. Please note this venue only accepts card payments and is a cashless venue.

## 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 and Subjects Talks

Student talks will run throughout the event. These 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 organiser's office, which is near to Entry A, and will be signposted. They can also be identified by UCAS branded t-shirts. If you need to contact the organiser prior to the event, please email [events@ucas.ac.uk](mailto:events@ucas.ac.uk).

## ACCIDENTS & NEAR MISSES

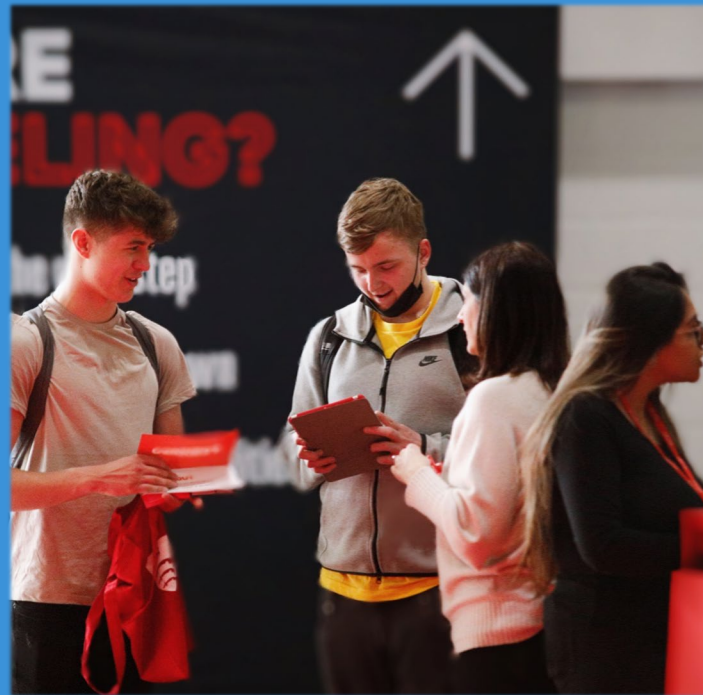
If you are involved in, or witness an accident or near miss while on-site, please report it to the organiser's office immediately.

## EMERGENCY PROCEDURES

In the event of an evacuation, there will be announcement over the Arena's PA system. 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

There will be first aid cover throughout the day, and the venue has a medical room, staffed by qualified first aiders. Should you require medical assistance, please contact the organiser in the organiser's office, or alert a member of event staff.



# FREQUENTLY ASKED QUESTIONS

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

There is no cloakroom available at the venue. We advise visitors to avoid bringing large bags and rucksacks to the event; any bags larger than A3 are strictly prohibited by the venue. The venue also requests that students do not bring laptops to the events, as they may not be allowed entry.

- **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?**

All property found should be handed to the venue or the organiser's office, where it will be retained during the event or until the owner claims it. If no owner is found during the event, the property will be left with the venue. Lost property will remain at the venue for approximately two months.

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

Utilita Arena operates a strict no-smoking policy on-site and asks for your full co-operating in ensuring this is complied with.

- **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. More information on safety and security at Utilita Arena can be [found on their website](#).

- **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.



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# CONTACT DETAILS

## VENUE

Utilita Arena Sheffield  
Broughton Lane  
Sheffield  
S9 2DF

## 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](mailto:events@ucas.ac.uk)

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

