

ARRIVING ON CAMPUS- OUT OF HOURS

If you're arriving out of hours Monday- Friday (between 17:30-08:30) or on a Saturday and Sunday your group reception is likely to be closed, however, during the arrival period (16-30 September) Receptions will be open until 9pm.

Follow these steps to gain access to your accommodation as quickly as possible:

1

Arrive directly at your hall reception.

2

Outside each hall, either at the front door or outside of the reception, there is either a telephone or a call point (as shown on the right). Press the button.

**3**

This will connect you to our Security team-please tell them you're checking in.

4

You'll be met within 5-10 minutes by a member of staff.

5

The next morning, you're very welcome to come to reception to find out more about your hall and ask any questions you may have.

The **Halls Hotline** can also be reached on **0800 029 1984** if you have any difficulty finding your hall or the call point.