

Socio-Legal Studies Association Annual Conference 2016

Joining Instructions

Monday 4th April – Early Arrivals

- Guests that have booked to arrive early can collect their **campus bedroom key** from the Lancaster Conferences reception in the CETAD building. (number 13, E4 on the campus map)
- Guests will be accommodated in John Creed (number 19, C4 on the campus map)
- **Check-in** is between **2:00pm – 11:00pm**

Tuesday 5th April 2016 – Day 1

8:00am – 9:00am Breakfast for early check-in guests in Refuel / Café 2010 (number 18, D4 on the campus map)

10:00am Registration in the Great Hall Foyer (number 11, D4 on the campus map)

- Delegate Packs will be handed out at Registration.
- **Car Parking** permits will be available for those that need them.
- Visitor car parking is located around the campus in areas A-L. This is highlighted in blue letters on the campus map.
- **Luggage** can be stored in the CETAD building. Please ask at CETAD reception for more details. (number 13, E4 on the campus map)
- **Refreshments** will be available on arrival in the Great Hall. (number 11, D4 on the campus map)
- The **Sponsors' Exhibition** will be taking place in the Great Hall.
- The **Plenary** will be taking place in Faraday LT (number 27a, D6 on the campus map)

12:00 noon – 5:00pm Bedroom check-in Great Hall Foyer (number 11, D4 on the campus map)

- Those that have booked to stay on the **University Campus** can collect their bedroom key from 12 noon.
- **Guests checking in after 5:00pm** will need to collect their bedroom key from the Lancaster Conferences Reception in the CETAD building. (number 13, E4 on the campus map)

12:30pm – 1:30pm Lunch in the Great Hall (number 11, D4 on the campus map)

- All dietary requirements for the lunch have been shared with the catering team. For those that have informed us of your dietary requirements please make yourself known to a member of the catering team or an organiser.
- The **Exhibition** will be taking place in the Great Hall.

3:00pm onwards Lancaster House Hotel, Bedroom Check-in (number 59, F11)

- Guests staying at the 4* Lancaster House Hotel can check in from 3:00pm.
- A luggage room is available at the hotel for those that need it.
- Breakfast is served at the hotel between 7am – 9am.
- Check out at the Lancaster House Hotel is 11am and a luggage store will be available.

3:00pm – 3:30pm Refreshments in the Great Hall

- Delegates are encouraged to visit the exhibition stands during the refreshment break.

7:00pm – 9:00pm Evening reception and dinner in Barker House Farm (number 65, F14 on the campus map)

- Guests will need to re-locate to Barker House Farm in the South West of the campus.
- We advise that guests make their way to the perimeter road and follow the campus road down to Barker House Farm.
- **Drinks and Canapes** will be served during the evening reception, followed by a **hot buffet** dinner.
- A bar will be available to purchase additional beverages.
- A **poster session** will take place in this venue during the evening's activities.
- Live music will be provided by *Quay Change*
- All dietary requirements for the lunch have been shared with the catering team. For those that have informed us of your dietary requirements please make yourself known to a member of the catering team or an organiser.

Wednesday 6th April – Day 2

8:00am – 9:00am Breakfast to be served in the area closest to your campus accommodation.

- For those staying in:
 - Haythornthwaite
 - Calder
 - Haylot
 - Croasdale
 - Fairsnape
 - Beatrix

Breakfast will be served in Refuel / Café 2010 (number 18, D4 on the campus map)

- For those staying in:
 - House 53 Holker
 - House 54 Grange

Breakfast will be served in Barker House Farm (number 65, F14 on the campus map)

10:30am – 11:00am Refreshments in the Great Hall

- Delegates are encouraged to visit the exhibition stands during the refreshment break.

12:30pm – 2:00pm Lunch in the Great Hall

- Delegates are encouraged to visit the exhibition stands during the refreshment break.
- All dietary requirements for the lunch have been shared with the catering team. For those that have informed us of your dietary requirements please make yourself known to a member of the catering team or an organiser.

3:00pm – 3:30pm Refreshments in the Great Hall

- Delegates are encouraged to visit the exhibition stands during the refreshment break.

7:00pm – 9:00pm Dinner in LICA (number 4, E3 on the campus map)

- All dietary requirements for the dinner have been shared with the catering team. For those that have informed us of your dietary requirements please make yourself known to a member of the catering team or an organiser.
- A bar will be available to purchase additional beverages.
- Live music provided by *Quay Change* before and during dinner

9:00pm – 0:00am Evening entertainment in LICA (number 4, E3 on the campus map)

- Dinner will be followed by live music from *Undercover*
- A bar will be available to purchase additional beverages.

Thursday 7th April – Day 3

8:00am – 9:00am Breakfast to be served in the area closest to your campus accommodation.

- For those staying in:
 - Haythornthwaite
 - Calder
 - Haylot
 - Croasdale
 - Fairsnape
 - Beatrix

Breakfast will be served in Refuel / Café 2010 (number 18, D4 on the campus map)

- For those staying in:
 - House 53 Holker
 - House 54 Grange

Breakfast will be served in Barker House Farm (number 65, F14 on the campus map)

- **Guests departing** can store their **luggage** in the CETAD building. (number 13, E4 on the campus map) Please ask at reception for more details.
- **Bedroom keys** can be dropped off and bedroom check out will take place at the reception in the CETAD building.

9:30am – 10:00am Refreshments in the Great Hall

- Delegates are encouraged to visit the exhibition stands during the refreshment break.

11:30pm – 12 noon Refreshments in the Great Hall

- Delegates are encouraged to visit the exhibition stands during the refreshment break.
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1:30pm – 2:30pm Lunch in the Great Hall

- A packed lunch will be available in the Great Hall.
- All dietary requirements for the lunch have been shared with the catering team. For those that have informed us of your dietary requirements please make yourself known to a member of the catering team or an organiser.

2:30pm Guests to depart

- Please ensure that the bedroom key has been returned to the Lancaster Conferences team, located in the CETAD building (number 13, E4 on the campus map)

Friday 8th April – Day 4 – for delegates who have arranged to stay and staying an additional night on 7th April

8:00am – 9:00am Breakfast to be served in the area closest to your campus accommodation.

- For those staying in:
 - Haythornthwaite
 - Calder
 - Haylot
 - Croasdale
 - Fairsnape
 - Beatrix

Breakfast will be served in Refuel / Café 2010 (number 18, D4 on the campus map)

10:00am Check out in the CETAD Building (number 13, E4 on the campus map)

- Guests checking out today must vacate the bedroom and check out before 10:00am.

Important locations:

Venue	Activity	Where
Great Hall	Registration Campus Check-in Refreshment Breaks Lunch Exhibition	Number 11, D4
Peter Scott Gallery	Charity / Networking	Number 17, D4
CETAD	Luggage storage Late bedroom check- in Bedroom check-out	Number 13, E4
Faraday Lecture Theatre	Plenary Session – Day 1 AGM – Day 2	Number 27A, D6
Cavendish Lecture Theatre	Parallel Sessions	Number 27A, D6
Frankland Lecture Theatre	Parallel Sessions	Number 27A, D6
Faraday Seminar Rooms SR1, SR2, SR3, SR4	Parallel Sessions	Number 27A, D6
FASS MR2 / MR3	Parallel Sessions	Number 21, D5
Bowland North Seminar Rooms	Parallel Sessions	Number 28, D6
Marcus Merriman Lecture Theatre	Parallel Sessions	Number 23, D5
Refuel / Café 2010	Breakfast	Number 18, D4
Barker House Farm	Evening reception – Day 1 Poster Board Sessions Dinner- Day 1 Breakfast	Number 65, F14
LICA	Family Room Dinner – Day 2	Number 4, E3
Haythornthwaite, Calder, Haylot, Croasdale, Fairsnape, Beatrix	Campus Bedrooms	Number 19, C4
House 53 Holker, House 54 Grange	Campus Bedrooms	Number 66, F14
Lancaster House Hotel	4* bedrooms Breakfast for hotel guests	Number 59, F11

