



CNS and Ageing 2012

Delegate Manual

Life Science Leadership Series supported by:



Event Partners:





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VENUE LOCATION

Clare College
Queens Road
Cambridge
CB3 9AJ

DIRECTIONS

BY ROAD

You should note that much of Cambridge City Centre is pedestrianised, traffic is restricted and the one-way system confusing to many. Cambridge is linked to London and the M25 by the M11 motorway. Exit at junction 12 for Barton Road or Junction 13 for Maddingley Road. Access from the Midlands and North is via the A14 and A1. From whichever direction you approach you should make for the A14 to the north of Cambridge.

[Click Here](#) for directions to Clare College.

CYCLES

There are cycle racks at the front of Memorial Court where delegates are welcome to leave their bikes. Please note that the college cannot accept any responsibility for these bikes and delegates should be sure to use a good lock. Cycles may not be taken through the College grounds.

BY BUS

There are frequent services between London's Victoria Coach Station and [Drummer Street Bus Station](#) in Cambridge. Most services will terminate from Cambridge Bus Station, from here it is only a 5-minute walk to Clare Old Court.

TAXIS

- A1 Cabco Taxis 01223 525555
- Atlas Cabs 01223 242424
- Cachet Cars 01223 655314
- Panther Taxis 01223 715715

NB: If taking a taxi be sure to ask to be dropped off at Clare College, Memorial Court on Queen's Road.

FOR ANY QUERIES PLEASE CONTACT:

Sinead Mullan on 01223 896459 or email: sinead@onenucleus.com

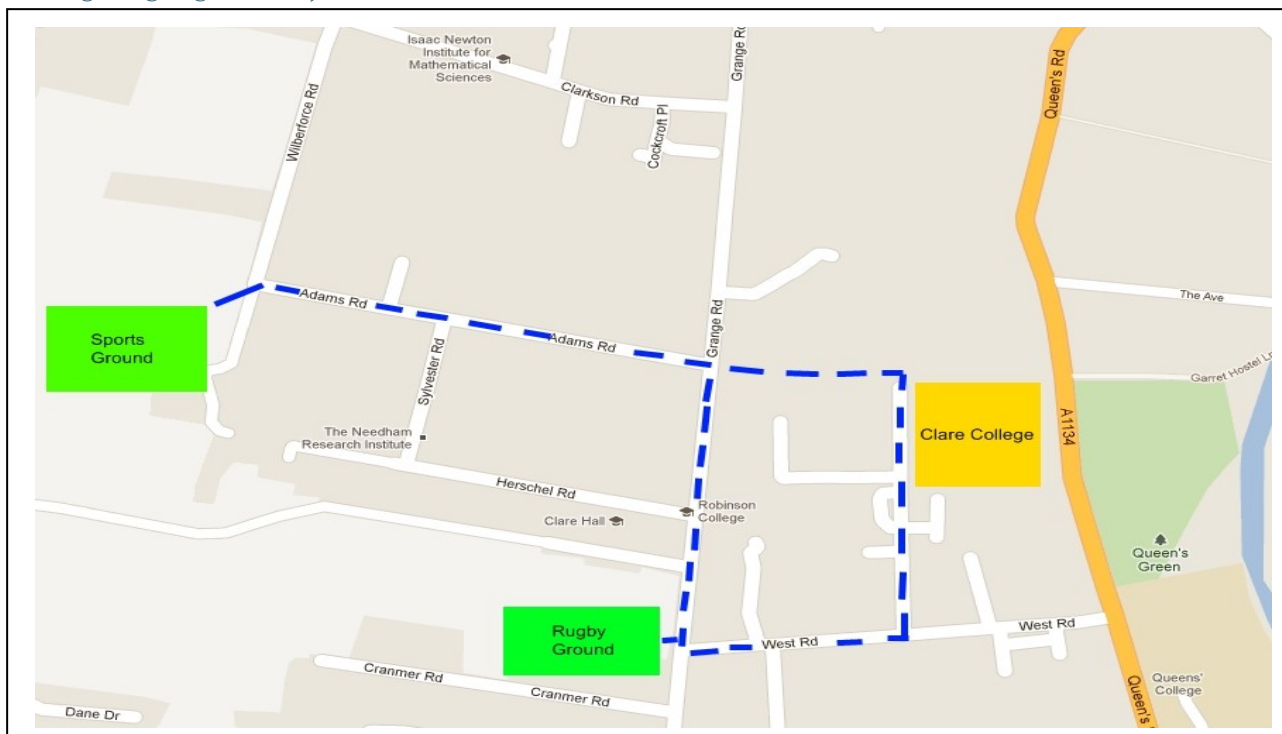


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CAR PARKING

Car parking is severely restricted at Clare College and wherever possible you should use Park and Ride. It is very expensive to park in Cambridge, there are very few car parks, many yellow lines and parking restrictions everywhere! [Cambridge Park and Ride](#) buses provide a very convenient and economical way of getting into Cambridge - it is in fact the most direct route to the heart of the City. Parking is free and the bus price is £2.70 return. There are five Park and Ride [site parks](#) located on main routes into Cambridge, and buses run about every 10 minutes. For Cambridge Park-and-Ride information contact (01223) 718167 or email: parkandride@cambridgeshire.gov.uk

Free parking has been provided for the event with 25 spaces provided at the University Rugby Ground and 40 spaces provided at the University Sports Ground. The two parking sites provided are approximately 10 minutes walking distance and can be found highlighted in green on the map below. Suggested walking routes from the two parking site are highlighted in blue. There are two main entrances to The Gillespie Centre both of which are found in The Memorial Court at Clare College highlighted in yellow.



For a detailed area map please click [here](#).

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FIRE SAFETY

The major risk to safety in College is the incidence of fire to the building's fabric. All guests are requested not to use candles in rooms and to take every precaution to reduce the risk of fire. Fire Risk Assessments have been carried out on all buildings and subsequent recommendations have been implemented. Fire detection and alarm systems protect all buildings in line with current legislation.

Action on Hearing a Fire Alarm Sounding:

The fire alarm alert signal is the following female voice message:

"Attention please, attention please. We are investigating an alarm condition. It may be necessary to evacuate the building. Please await further announcements."

On the receipt of the alert signal persons in the building should prepare themselves to leave the building but await an evacuate or all clear voice message.

The fire alarm evacuate signal is the following male voice message:

"Attention please, attention please. Please leave the building immediately. Please leave the building immediately by the nearest exit, do not use the lift."

On receipt of the evacuate signal the following action **MUST** be taken by all persons in the particular building concerned:

- Leave the building as quickly as possible by the nearest exit. This will be via the main staircase to the ground floor. Safety signs (green background and white lettering / symbols) will indicate safety routes and nearest emergency exits.
- Initially wait at a safe distance outside the main staircase entrance you have left. A Porter or Fire Warden will attend to check the premises. If a fire is confirmed on the premises then go to the fire "Assembly Point" and await the arrival of the Porter or Fire Warden to check the presence of residents. The locations of these are:
 - Memorial Court: On the Front Lawns

DO NOT RE-ENTER THE BUILDING until advised it is safe to do so.

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The fire alarm all clear signal is the following voice message:

"Attention please, attention please. The emergency is now over. The emergency is now over. Thank you for your co-operation."

Action on Discovering a Fire:

Anyone discovering a fire in College should take the following action:

- Raise the alarm – press / break the glass of the nearest Fire Alarm Call Point (a small red box with a glass panel front with adjacent sign) to activate the fire alarm.
- If you are competent to do so then use the fire extinguishers that are provided on every staircase but **DO NOT PUT YOURSELF AT RISK**.
- Leave the building as quickly as possible by the nearest exit and take action as described above in "Action on Hearing Fire Alarm".

SMOKING

A smoking area is provided out the front of the Garden Room but we ask you not to smoke directly next to the main concrete bench as this houses the buildings air treatment system.

SLIPS AND TRIPS

Another quite high potential risk is that of slipping or tripping. Most of the buildings of the College are Grade 1 listed and have stone steps and flagstone or cobbled surfaced paths. They all pose their own particular hazards. The steps can be steep and acute; the flagstones can be slippery when wet and the cobbles can be uneven.

Every care has been taken to make these surfaces as safe as possible for all users. However, care should be taken in your new surroundings, especially until you have become reasonably familiar with the potentially difficult areas.

REPORTING ACCIDENTS AND SAFETY ISSUES

If you have an accident on the College premises please report the details to the Porters. Also, if you have any safety concerns please report them to the Conference Manager or the Porters immediately.

MEDICAL ATTENTION

If you require the attendance of a Doctor or you have some other medical emergency, please contact the Porters first (01223 333200). The Porters can call a first aid qualified person, Doctor or ambulance as necessary. In extreme emergencies then call 999 for an ambulance yourself, but you will

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