



30th, 35th, 40th & 45th Anniversary Reunion Saturday, 28th September 2019

LOGISTICAL DETAILS

Arrival

Please be aware that between 27th and 29th September there will be Visitor Guides on the College gates. Their task is to reduce unnecessary disturbance, maintain a secure and safe environment and manage and control the flow of tourists to the College and Chapel. When asked, please let them know that you are a guest attending the 30th, 35th, 40th & 45th Reunion Event, or show them your King's Member card.

Parking

If you have been issued with a permit, it will be attached to your final details email. Please print the permit and display it on your dashboard (or just leave a note referencing your name and the Reunion on display for the Porters). Upon arrival at the car park gates please ring the bell to the Porter's Lodge and give your name. They will have a list of all those given permission to park. Parking will be signposted. Please understand that the permit does not guarantee you a space. If a space is not available we recommend that you use the city centre public car parks, or Park and Ride services. <https://www.cambridge.gov.uk/parking>

Registration

A registration desk for Members attending the Reunion will be open from 11.00am to 2.00pm in the Chetwynd Room, and from 2.00pm to 4.00pm outside Webb's Court (Afternoon Tea registration point - if applicable to the guest). You may collect name badges, event literature and guestroom keys. After 4.00pm (or for guests not registered for the tea) any remaining registration packs with room keys will be held at the Porters' Lodge.

Accommodation

Check-in

If you are **arriving before 28th September** for the reunion and have booked accommodation with us, or directly with the Guestrooms department, you should collect your room key and registration pack at the Porters' Lodge from 2.00pm on your day of arrival. Payment for College guestrooms will be at check-in with the Porter's.

If you are **arriving in College on 28th September**, your room key will be available to collect after 11.00am from the registration desk (Registration section above). 'College Guestroom' keys will always be held by the Porters' Lodge and can be collected after 2pm.

In addition to your room key you will be issued with a C1 key & access card. This will allow access to the main College gates and Fellows' Garden. Please note that some of the gates are now card access only.

Check-out

If you are **departing on Sunday, 29th September** please check-out* and return your keys to the Porters' Lodge by 2.00pm. Please check-out by 9.30am on any other date.

*Please note that guests who have booked a 'College Guestroom' (via the Porter's Lodge) should check-out by 9.30am on your date of departure. All keys are to be returned to the Porters' Lodge reception desk.

Members' Afternoon Tea (fully booked)

Please note that this event requires pre-booking and payment to attend. Entrance to the Tea is via the Library Arches (Webb's Court) - a registration table will be open from 2.00pm.

Wi-Fi

Codes to access the College Wi-Fi will be available at the registration desks.

Photography

Members of the Development staff will be taking photographs through the day, which will be shared following the event. If you would prefer not to be photographed please speak to a member of staff on the day.

Visiting the Chapel

If you would like to visit the Chapel during your visit please wear your name badge or have your NRM card available to show the Chapel custodians.

Library Exhibition - William Blake

The Library Archives Centre will be open to reunion guests from 3.00pm - 5.00pm to see the recently purchased set of impressions of Blake's Songs of Innocence and of Experience printed on a replica of his original rolling press.

Bodley's Roof Tour (fully booked)

Due to the popularity of the Bodley's roof tour at 4pm, following the Members' Tea, a second tour has been arranged for 3.00pm to allow the maximum number of guests to attend. Please note that if you selected the tour as part of your event registration, but did not also book for the Members' Afternoon Tea you have been assigned to the 3.00pm tour. A full list of tour attendees is available on the event webpage. Please wear sensible footwear.

Gardens Tour

Please meet by the back lawn. The tour will begin at 4pm and will involve a fair bit of walking. All welcome.

Evensong

Saturday, 28th September is the first service after the summer vacation so we are expecting it to be popular. Therefore, King's Members will be admitted first at approximately 5.10pm (we will be able to enter the Chapel once the Choir's rehearsal has concluded) via the North door (Clare College side). At 5.15pm the South doors will be opened and other University members and the general public will be admitted. Please note that if you arrive for Evensong after the public queue has been admitted we cannot guarantee a seat with the King's group in the East End of the Chapel.

Restrooms

Restrooms are located in the College Bar and in the SCR area (near the Pantry).

Dress Code

The dress code for the afternoon activities is casual. Dinner is formal (black tie, lounge suits or equivalent are suggested). Gowns are not required.

Luggage Rooms & Changing

Two communal reunion changing and luggage rooms will be available from 4.00pm until 12 Midnight. The men's changing room, Seminar Room 1, is located on the first floor of Keynes and the ladies changing room, Seminar Room 2, is located directly above on the second floor of Keynes (both can be found next to the lift on each floor). Please note that the changing rooms are communal and whilst belongings may be left in the rooms, the doors will remain unlocked for the duration, so any items must be left at your own risk. There is also an unstaffed luggage room in the College Coffee Shop from 11.00am to 7:00pm. Please note that the Porters' Lodge has undergone refurbishment and the usual storage lockers are no longer available. Guests may also wish to use the restroom facilities in the Bar for changing – the ladies restroom has a number of vanity units.

Cloakroom

Coat rails will be available outside the Chetwynd Room. Please keep valuables with you.

Brunch

Brunch is available from 11.00am to 1.30pm in the King's Canteen on Sunday, 29th September (you may pay cash at the till). Alternatively, the King's Coffee Shop (next to the bar) opens at 10.00am. Please note there is no early breakfast service in the canteen.

After-dinner Departures

Please note that the back gate will be locked (requires an access card) after 6.45pm on 28th September. If you need to reach Queen's Road after this time there is a pedestrian exit button on the Webb's Court gate accessing Queen's Lane.

The telephone numbers for local taxi companies are:

Panther: 01223 715715 (free phone 0800 977 5761 from a landline)

Camtax: 01223 313131

Development Office Contact details

Tel: +44 (0)1223 767489 / 331313 | Email: events@kings.cam.ac.uk