



50th Anniversary Reunion

Friday, 27th September 2019

LOGISTICAL DETAILS

Arrival

Entrance to the College will be possible through the front gate on King's Parade and back gate on Queen's Road.

Please be aware that between the 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 50th Anniversary Event or show them your King's Member card.

The back gate will remain staffed until 7.15pm on 27th September. Guests wishing to enter the College after this time should do so via the front gate on King's Parade.

On arrival, make your way to the Chetwynd Room for welcome refreshments and registration. The Chetwynd Room is accessed via 'A' staircase and will be signposted; please ask a Porter if you require further directions or assistance.

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 the 50th Reunion on display). Upon arrival at the gates please ring the bell to the Porters' Lodge and give your name. They will have a list of all those given permission to park. Parking will be signposted. Please note that due to building work, contractors parking and Friday being a working day, we may be more limited on parking in College than usual. If you are planning to arrive and park before 4.00pm, please be prepared to make use of the on street parking, [Park and Ride](#), [City car parks](#) and public transport should there be no spaces available.

Registration

Name badges and event documents can be collected during the welcome refreshments in the Chetwynd Room (2.00pm – 5.00pm), along with your room key (subject to booking). You may collect name badges, event literature and guestroom keys. After 5.00pm any room keys will be held at the Porters' Lodge.

Accommodation

Check-in

If you are **arriving before 27th September** and have booked accommodation with us, or directly with the Guestrooms department, you should collect your room key from the Porters' Lodge (all keys should be available from 2.00pm). Payment for College guestrooms will be at check-in at the Porter's Lodge. Payment for student rooms will have been taken at the point of registering for the reunion.

If you are **arriving in College on 27th September**, your key will be available to collect from 2.00pm from the registration desk in the Chetwynd Room, during afternoon refreshments. Please note that after 5.00pm keys will be held by the Porters' Lodge. 'College Guestroom' keys will always be held by the Porters' Lodge.

In addition to your bedroom key you will be issued with a C1 key. This will allow access to the main College gates and Fellows' Garden. Please note that the C1 key no longer opens the back gate as this is now card access only.

Check-out

Please check-out* and return your keys to the Porters Lodge.

- Saturday 28th: by 11.00am (luggage room available please see overleaf)
- Sunday 29th: by 2.00pm
- Monday 1st: by 9.30am

*Please note that **guests who have booked through the Guestrooms department** (Porter's Lodge) should check-out by 9.30am. Keys are to be returned to the Porter's Lodge reception desk.

Wi-Fi Access

Wi-Fi access codes will be available at the registration points.

Gardens Tour

Please meet in the Bar where a member of the Development Office will greet you. The tour will leave promptly at 4.15pm. Please note the tour will involve a fair bit of walking.

Graduate Student Research Presentations

Graduate students Sophia Cooke (KC 2015) and Rebecca Raffan-Gowar (KC 2015) will be presenting their interesting work at 3.00pm in the Keynes Hall. Further information about their research can be found on the event [webpage](#).

Library Exhibition - William Blake

The Library Archives Centre will be open to reunion guests from 2.00pm - 4.00pm 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.

Come and Sing Rehearsal

This is a behind the scenes peek of a rehearsal conducted by Daniel Hyde. This is one of two rehearsals for the 'Come and Sing' concert being performed in full later in the evening. Organised by Cambridge University Musical Society (CUMS), the concert brings together members of the University and other accompaniment. Guests may join or slip away quietly from the rehearsal as desired (4.45pm – 6.00pm). Please enter via the South door.

Members' Afternoon Tea (Saturday 28th September)

Please note that this event requires pre-booking and payment to attend. Entrance to the Tea is via the Library arches - a registration table will be there from 2.00pm.

Brunch

For Members staying over on Friday 27th or Saturday 28th September, brunch will be served in Hall from 11.00am until 1.30pm on Saturday for cash sales. Please make sure you have your Non-Resident Member card to show at the till. Tables in Hall will be allocated to the reunion group, indicated with reserved signs.

Changing & Luggage Rooms

Two communal changing rooms will be available from 6.00pm until 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. 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 of the day so any items must be left at your own risk. As these rooms are not staffed we advise you to take any valuable belongings with you, or speak to a member of the Development staff on the day about storing your valuables. The College Coffee Shop will also be available for guests to store their luggage Friday and Saturday until 7.00pm. Guests may also wish to use the restroom facilities in the Bar – the ladies restroom in the Bar has a number of vanity units.

Dress code

For the afternoon programme of the 50th Reunion Event, informal attire is appropriate. The dress code for the dinner is formal (Black Tie suggested).

After-dinner departures

The back gate will remain staffed until 7.15pm on 27th September. For security reasons the back gate will be locked after this time. Guests wishing to get to Queen's Road or the Garden Hostel car park after 7.15pm can exit via the gate in Webb's Court, where there is a newly installed exit button or use Trinity Lane. Alternatively, please find a member of Development Office who is available to walk you out with an access card.

The telephone numbers for local taxi companies are:

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

Camtax: 01223 313131

Contact details

If you need to contact the College in advance of the event, please use the details below:

Tel: +44 (0)1223 767497| Email: events@kings.cam.ac.uk.