



King Henry VI Circle Event

Logistical Details

Arrival to King's

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

On 4 March, there will be Visitor Guides on the gates between 9am and c4.30pm. 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 King Henry VI Circle Event.

You are welcome to arrive a little early to stroll the College grounds and catch up with Cambridge. From 11.30am, registration and drinks will be served in the Chetwynd Room. Please ask a Porter if you require further directions or assistance.

Parking

A limited amount of parking is available in the Garden Hostel car park and the field next to it. If you requested parking, your permit will have been sent to you at the time your place at the King Henry VI Circle Event was confirmed. A map can be found on the event webpage should you be unclear about the location of the car park. Please print your permit and display it on your dashboard.

The Porters will have a full list of all those given permission to park. If the gate isn't already open when you arrive, please ring the intercom and give your name – the gate will then be opened for you. If the Garden Hostel car park is full, please try the field to the left of the entrance to Garden Hostel (see College parking map on the event webpage). After parking your car, please walk down West Road to King's College. The Fellows' Garden is gated at the Queen's Road side and not passable, so please ensure you walk around and not through the Garden.

Please understand that your permit does not guarantee a space. As with all parking in College, it is offered subject to availability on the day and is never a certainty. In the event that you are unable to park in College, there are a number of car parks in and around Cambridge, including the Grand Arcade car park on Corn Exchange Street and Park Street car park. More information about parking in Cambridge can be found online at www.cambridge.gov.uk/parking.

If you would like to request parking and have not already done so, please contact events@kings.cam.ac.uk

Cloakroom

There will be coat rails inside of the Chetwynd Room from 11.30am. For the duration of the lunch the coat rails will be securely locked away. If you would like to access your coat during this time, please contact a member of either the Development Office or Catering staff. The coat rails will be available until 5.00pm. Please ensure you collect your coat by this time. Guests are advised to keep any valuables with them at all times.

Dress code

The King Henry VI Circle Event is an informal event. Smart casual is appropriate.

Registration and light refreshments

Tea and coffee will be held in the Chetwynd Room on your arrival. There are a few steps up to the Chetwynd Room from the Front Court but a small lift is available. Should you need to use it, please use the call point situated to the right of the lift and a Porter will come to help. Level-access WC facilities are available in the corridor outside the Chetwynd Room.

Wi-Fi access

Guests are welcome to use the College Wi-Fi. Details for signing to the King's network will be available at the registration desk.

Evensong

If you have conveyed an intent to attend Evensong, seating has been reserved for you with the King Henry VI Circle Event group. Please join the College queue in front of the Gibbs Building for priority access through the south door at approximately 5.15pm.

Photographs

As at all King's events, we sometimes choose to take photographs of the event and of the guests at it. King's may decide to reproduce the photographs following the event for inclusion on the website or on Facebook. The College may also include images in the King's Parade magazine or e-news. Please let us know in advance of the event if you (or your guest) would prefer not to be photographed.

Departing College

The back gate is locked as standard, although there will be a Visitor Guide there until c4.30pm on the 4 March. Guests wishing to exit King's College via the back gate should press the button found to the left of the right-hand pedestrian gate. When the button's red light turns green, the gate will unlock ready for you to open and pass through. It is quite heavy so please take care. For security reasons, please do not let anyone in through the gate as you are going out.

Cancellations

If your plans change and you can no longer attend, please do let us know so that we may adjust the seating plan and prevent on catering wastage.

Cambridge Half Marathon

Sunday 5th March is the date of the next Cambridge half marathon and, as every year, King's is part of the route. Please be aware that the organisers will be setting up on the 4th March. However, this should not impede your movement in and around college while you are at the King Henry VI Circle Event.

Contact Details

If you need to contact the College in advance of or on the day of the event, please email, call or leave a message. Voicemails will be checked on the day.

Tel: 01223 331481 or 01223331443

Email: events@kings.cam.ac.uk