

Costessey Park and Ride

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Sign in in Congregation Hall at 08:00am

Paid for taxi will arrive at UEA outside Congregation Hall at 8.30am to take you to Costessey P&R. Take the “Applicant Day Bus” swing board with you in the taxi.

At Costessey, put this swing board out at the bus stop (facing the car entrance to the Park and Ride so visitors can see it as they drive in).

Your roles

- Meet and Greet Guides (2 of you)
- Bus Guides (3 of you)

Please note that the Park and Ride will be used by the general public as well as visitors for our Applicant Day.

Meet and Greet Guides

You will be based at the bus stop chatting to applicants and their guests, directing them to the **511 Park and Ride bus** for UEA. The buses leave at the following times:

Departure Time from Costessey Park and Ride	Approximate Arrival Time at UEA
09:30	09:40
09:45	09:55
10:00	10:10
10:15	10:25
10:30	10:40

Visitors don't need to pay for parking... they just need to show their Applicant Day email to the driver (either printed out or on their phone). If they don't have this, don't worry – just explain to the driver that they are here for the UEA Applicant Day. Visitors will need to show this email to the driver when they get on the bus at UEA back to Costessey.

When they reach UEA, applicants and guests will be met by Guides carrying “Follow me to Registration” placards; they will walk the visitors to registration. Visitors can get coffee/tea at registration and various tours will start from 10am.

Bus Guides

You are based on the bus, welcoming visitors and letting them know their journey should take roughly 10-15mins to campus. Please use your microphone to talk to visitors on the bus – don't stand up whilst the bus is moving.

When you reach campus, let the visitors know they are at UEA. Guides based at the UEA bus stop will direct visitors to registration.

You will stay on your bus, going back and forth between UEA and Costessey Park and Ride.

Getting back to UEA

Bus Guides, stay on the buses that leave Costessey at approx. 11:30 and get off at UEA. Meet and greet guides, get on either of the buses that leave Costessey at approx. 11:30. Everyone needs to return to Thomas Paine to help pack down.

Remember to take the swing board back with you! Ask the bus driver where it is best to put this on the bus.

Visitor return times to Costessey

If visitors ask when the buses back to Costessey from UEA are, they leave at the following times:

Departure Time from UEA	Approximate Arrival Time at Costessey Park and Ride
14:45	14:55
15:15	15:25
15:30	15:40
16:00	16:10
16:15	16:25

Contacting us

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