

Visitor's Information BRIGHTON



Finding Us

If you are coming to us by road, the University is on the A27 at Falmer between Brighton and Lewes about four miles (six kilometres) from the centre of Brighton. The postcode is **BN1 9QU**. There is various parking lots on campus but charges apply. Once parked, find your way to Bramber House where Bede's Summer School office is located on the 2nd floor.

By rail, frequent trains from London to Lewes operate, where you can change for Falmer. Falmer train station is directly opposite the University and pedestrian access is through a subway under the A27.

If coming to us by the Channel Tunnel, Ashford international train station terminal is approximately 1 hour and 30 minutes away by road.

Please follow the speed limits when driving on campus and remember that use of mobile phones while driving is strictly prohibited.

Address

Bede's Summer School
University of Sussex
Bramber House
Falmer
Brighton **BN1 9QU**
Tel: +44 (0)1273 873077

Email: brighton@bedes.org (operational during summer only)

Managers / Office Staff

Centre Director
Welfare Manager
Academic Manager
Activities Manager
Administrator

On Arrival

It is important for the safety and security of our students that all visitors sign in at the Summer School office which is located on the 2nd floor of the Bramber House Building. All visitors are requested to follow Bede's signing in and out procedure and must wear their badge at all times.

Safeguarding

This School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and visitors to share this commitment. If you have any concerns that a child has been harmed, is at risk or if a child tells you something of concern, please contact the Summer School office as quickly as possible and ask to speak to the member of staff responsible for child protection.

Photographs

You can take photos of the grounds and facilities. Photographs of staff may only be taken with their permission. You may **not** take photos of any students.

Health & Safety

All visitors are subject to the Health and Safety at Work Act 1974; the Management of Health and Safety at Work Regulations 1999; and the Company regulations whilst on the premises. Bede's Health and Safety policy is available on request.

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BEDE'S
AMBITIOUS
SUMMER SCHOOL

Fire Safety and All Emergencies

In the event of an evacuation, the alarm will sound / be raised. All Visitors must follow the instructions of the Fire Marshal responsible for that building, their Host and/ or the Fire Action Notices displayed throughout the campus.

Visitors should vacate the building / area using the nearest available exit, make their way to the Fire Assembly Point and remain at that point until otherwise instructed. They should make themselves known to the Fire Marshalls or person taking charge.

Accidents

In the event of an accident, incident, illness or near miss, please report to your host / summer school office immediately so that appropriate action can be taken.

Smoking

Smoking is permitted in the designated outdoor areas only.

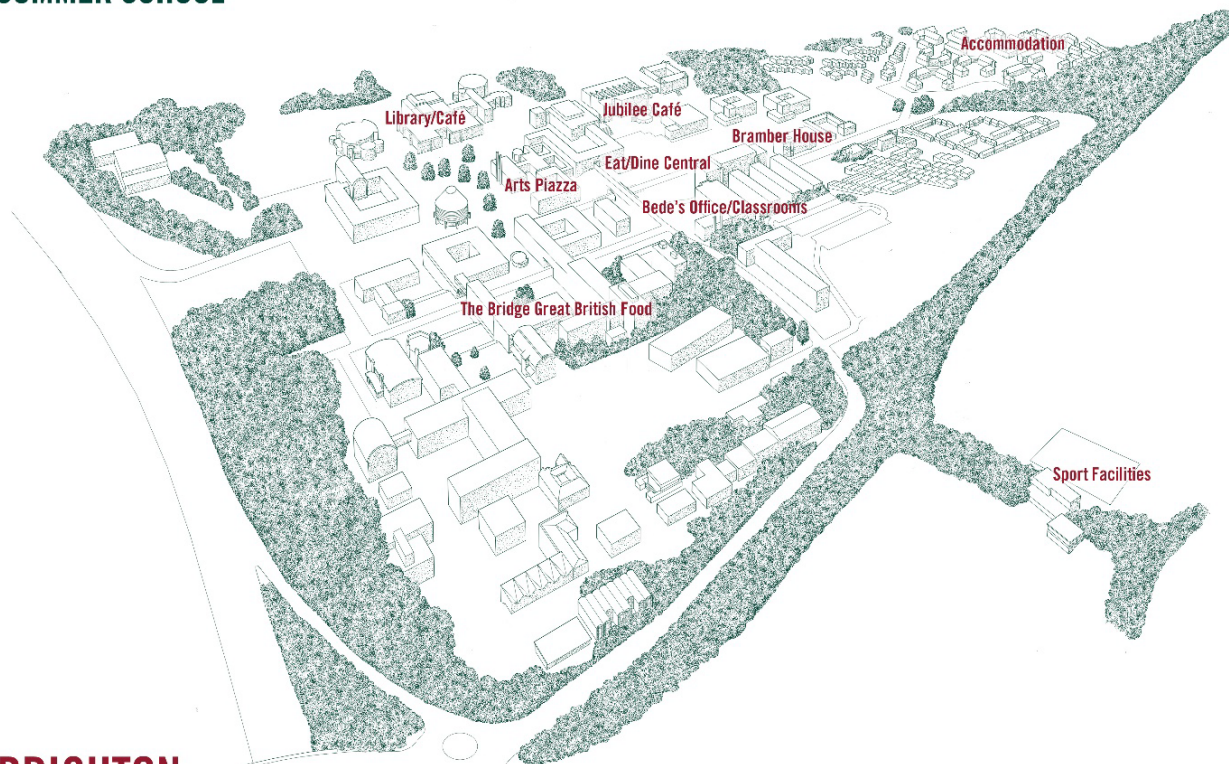
Security

Please note that these premises are covered by CCTV.

On Departure

All visitors must return their badge and sign out at the end of their visit.

BEDE'S
INSPIRED
SUMMER SCHOOL



BRIGHTON

Drawn by Jeremy Bays, www.art1weekshop.co.uk