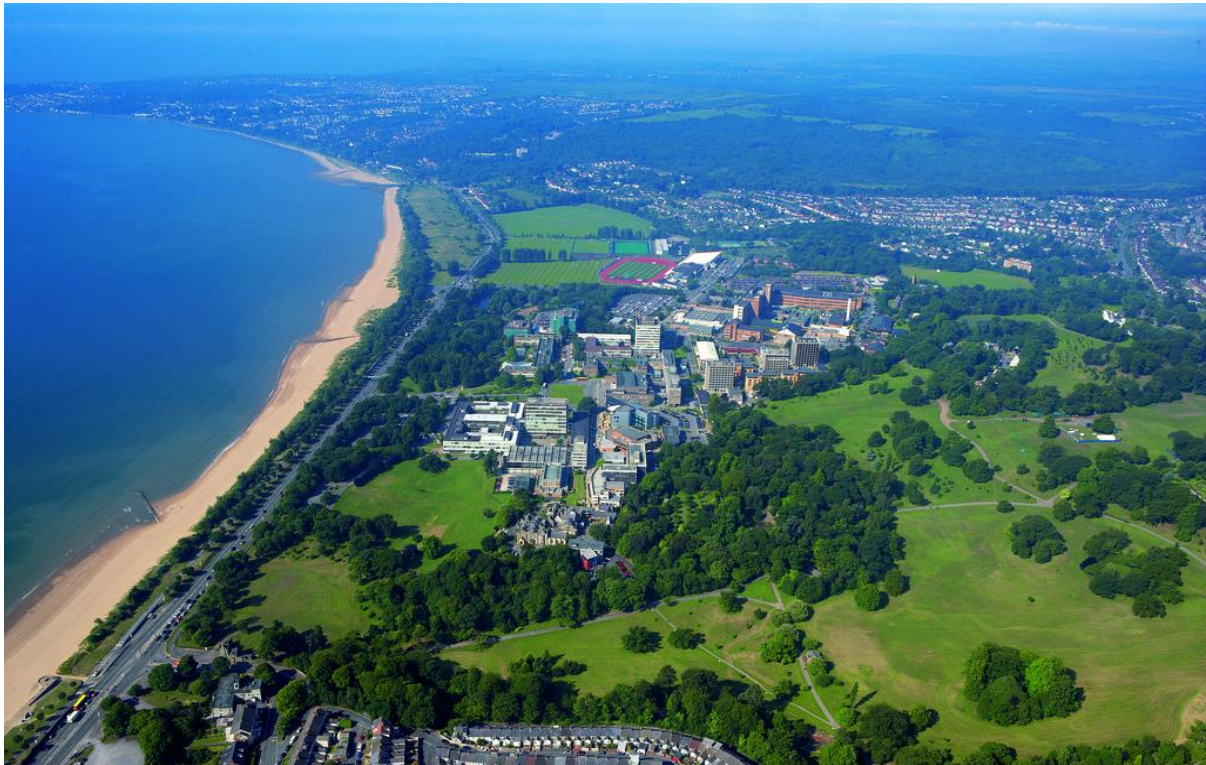




Swansea University
Prifysgol Abertawe

Events
Digwyddiadau

Swansea University



Singleton Campus

Welcome to Swansea University Singleton Campus.

The following document will provide you with all the campus information you will need for your stay.

Key Contacts:

Initially if you have any enquiries, please contact your event organiser. Your event organiser will have direct contact with university staff if needed for any enquiries. In an emergency please contact:

Events Team (9am – 5pm)	(01792 29)5665
24/7 Campus Security	01792 606010

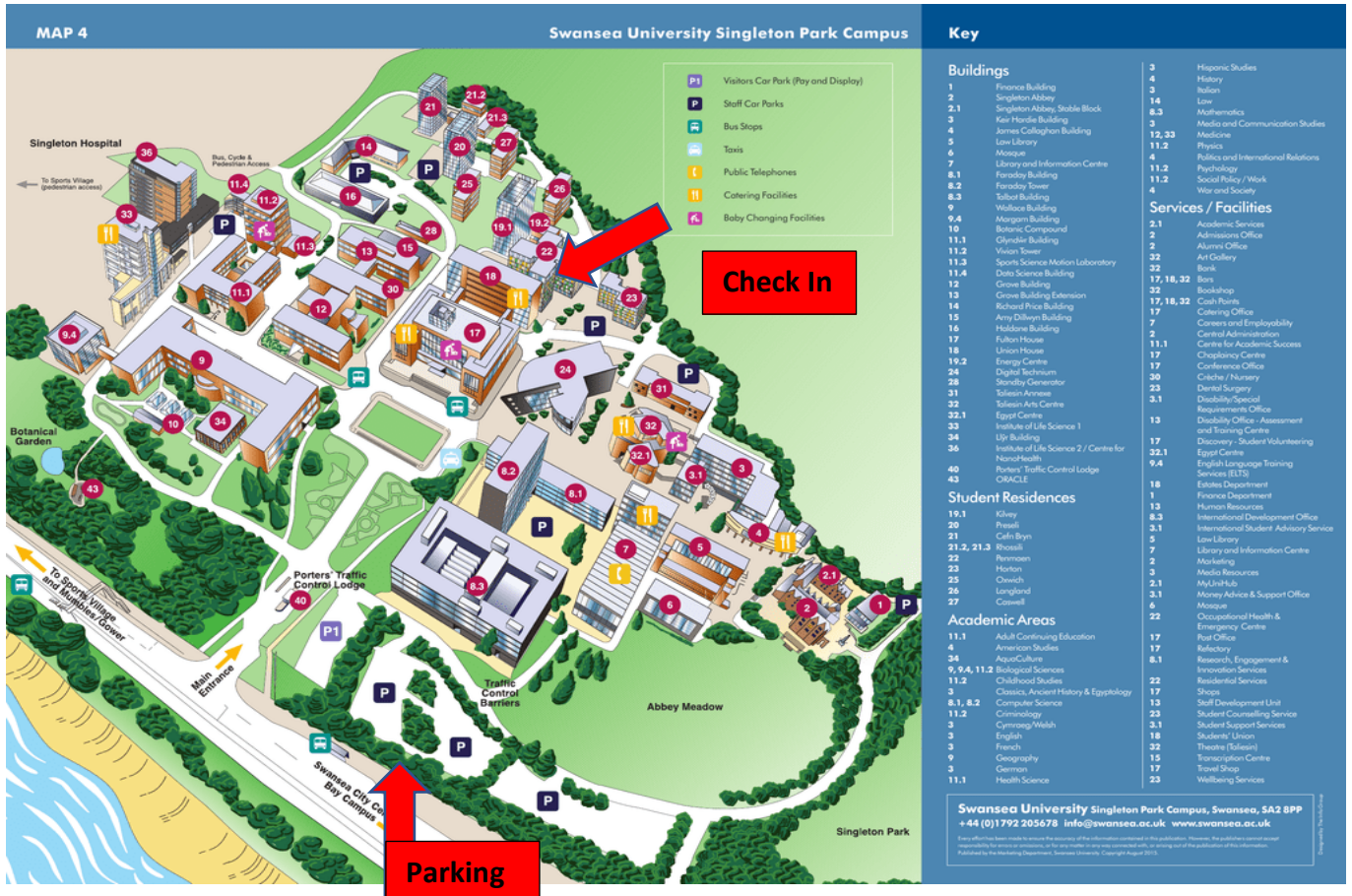
IF MEDICAL ASSISTANCE IS REQUIRED, PLEASE CONTACT THE NEAREST MEMBER OF STAFF

Swansea University provide 24/7 security provision including foot patrols throughout the campus supplemented by the appropriate use of CCTV cameras. Should you need to speak to a member of the Security team, you may contact them in person in the Amy Dillwyn building or via telephone on 01792 606010.

Parking – In P2, the car park behind P1 on the campus map. If you have not yet provided your number plate via the link sent by your organisers then please make sure you add your number plate on the tablet available at the check-in. Overflow parking is available in the Rec, located on Oystermouth road. Please note parking charges apply in both locations.

Where to go:

Check In and Check Out – Accommodation check in will be at the Penmaen Residential Building, unless informed otherwise by your organisers. Check-in is from 15:00 until 20:00. Check out is 10:00am on your day of departure. Keys must be returned to the drop box.



Check in location, ground floor Penmaen building:



During your stay

Upon arrival you will be issued with an access card which will allow you entry into your building, flat and bedroom.

Kitchens within your flats will be opened as a social space.

Other available facilities:

- Laundry – To use the laundry you can download the Circuit laundry app to your smartphone, where you can purchase credits and use the machines. Please be aware it is a cashless system. There are posters up in the laundry itself which give the URL or QR code to find the app if required.
- Swansea Bay Sports Park Gym and National Pool – Located across Sketty Lane, access via the front of the Hospital. The gym can be used on a ‘pay as you go’ basis.
- Fulton Outfitters – Open Monday to Friday, 11.00 – 14.00 / 15.00. If you would like to purchase Swansea University T-shirts and accessories, then head to Fulton outfitters.
- Cashpoint can be found in Fulton house, outside the Costcutter.

All lost keys must be reported to Preseli Reception. For out of reception hours please refer to **security** by calling **01792 606010** or visiting the **Security office** at the **Amy Dillwyn Building**.

Catering

Breakfast, Lunch and Dinners will be served in the Harbwr, on the first floor of Fulton House (*unless otherwise advertised by your conference programme. Please speak with your event organiser if unsure*). Standard serving times are: *Breakfast 07:00- 09:00, Lunch 12:00- 14:00 and Dinner 18:00 - 20:00 (unless otherwise stated by your event organiser)*.

Outlet	Monday - Friday	Saturday and Sunday
Swansea Social	08.00 – 18.00	Closed
Greggs	08.00- 16.00	Closed
Cost Cutter	08.00 – 19.00	10.00 - 1600

Please note the nearest places to get food, Swansea city centre, after these times is 1 mile by road.

Vending:

events@swansea.ac.uk
01792 295 665

SINGLETON PARK CAMPUS
Swansea University
Singleton Park
Swansea
SA2 8PP
Wales, UK
www.swansea.ac.uk

BUILDINGS

Finance Building	1	Margam Building	9.4	Digital Technium	24
Singleton Abbey	2	Botanic Compound	10	Talesin Arts Centre and Egyptology Centre	32
Keir Hardie Building	3	Glyndŵr Building	11.1	Institute of Life Science 1	33
James Callaghan Building	4	Vivian Tower	11.2	Uŷr Building	34
1937 Library	5	Data Science Building	11.4	Institute of Life Science 2 Centre for NanoHealth	36
Mosque	6	Grove Building	12	ORACLE	43
Library	7	Richard Price Building	14		
Faraday Building	8.1	Amy Dillwyn Building	15		
Faraday Tower	8.2	Haldane Building	16		
Talbot Building	8.3	Fulton House	17		
Wallace Building	9	Union House	18		

SERVICES AND FACILITIES

- Visitors Car Park (Pay to Park)
- Staff Car Parks
- Accessible Parking
- Bus Stops
- Santander Cycles
- Taxis
- Cycle Park
- Food & Drink
- Baby Changing Facilities
- Students' Union
- Nursery
- Defibrillator
- The Lighthouse (Chaplaincy Centre)
- Shower
- Supermarket
- The Shed - Strength & Conditioning Facility
- ATM
- Dentist
- Occupational Health
- Doctors

myUni MyUni Hub

Transport

Parking - Please ensure you have provided your number plate for the ANPR cameras, either via the link provided prior to the event by your conference organiser or via the tablets on check-in.

TotalPark.uk
For text parking payments

TALWCH I BARCIO DRWY EICH FFÔN SYMUDOL

Ewch i: <https://swansea.totalpark.uk>
neu sganwch y côd QR

PAY FOR YOUR PARKING WITH YOUR MOBILE

Visit: <https://swansea.totalpark.uk>
or scan the QR code

Buses – Bus services are available into Swansea

City centre and onwards from outside Fulton

House at the top of the main drive. For those wishing to head to the

Mumbles, buses are available from the opposite side of Oystermouth Road at the bottom of the

main drive, just over the bridge. The timetables can be accessed via the First Bus App or at

<https://www.firstbus.co.uk/south-west-wales/plan-journey/timetables>

Santander Bike Scheme - Bikes are available for hire from outside of Fulton House if a ride along the Swansea Seafront takes your fancy. To get started scan the QR code on the information sign found at the bike racks.

Taxi – For taxi's on campus we suggest asking for them meet you outside of Fulton House at the top

of the main driveway. Popular taxi companies include **Data Cabs (01792 474747)** and **Yellowcabs**

(01792 644446) or can be booked on the website at <https://www.yellowcabswales.co.uk/>

Wi-Fi

Academic visitors can access University Wi-Fi via Eduroam connection

Our free Wi-Fi network for non-academic visitors to the University is called SwanseaUni-Visitors.

This is an open network which requires users to sign in via a web page:

1. View the list of available wireless networks on your device.
2. Connect to the **SwanseaUni-Visitors SSID**.
3. Once you are connected you should be prompted to sign-in, follow the log in instructions.
4. If you are not prompted, open a web browser and type in the URL of:
<https://socialwifi.swansea.ac.uk>

Don't forget, you can tag us in your social media posts too: Find us @swanunievents on Twitter, Facebook, LinkedIn and Instagram

Fire Assembly

The University emergency telephone number is 333 from university phones or call 01792 606010 from mobiles.

Using a mobile phone to phone 999 means that the University is not alerted, and these other calls are not made, therefore mobile use should be confined to those areas where an ordinary phone is not accessible.

A University Fire Action Sign is located by every manual alarm call point with fire safety guidance on the ground floor of each building, please familiarise yourself with the safety guidance and evacuation points before the start of your event.

Fire Alarm Tests – If alarm sounds for more than 20 seconds please treat as an evacuation	
Singleton Campus	Bay Campus
Tuesdays 7:30 - 10:00am Student Residences from 10.00am	Wednesdays 7:45 – 9:15 am

IN THE EVENT OF A FIRE

1. Raise the alarm at once by breaking the glass of the nearest fire alarm call point.
2. If safe and possible, telephone 333 on internal phones and give the location of the fire.
3. Leave the building at once, closing doors and windows as you go.

IF YOU HEAR THE FIRE ALARM

4. Leave the building immediately, closing all doors behind you.
5. When clear of the building proceed at once to the assembly area: USE NEAREST AVAILABLE EXIT.

DO NOT STOP TO COLLECT PERSONAL BELONGINGS.

Evacuation procedure:

1. Porters/Security/Fire Wardens will attend a fire call to assist with evacuation and building security.
2. A role call will be carried out by staff for the **Campus Halls** at night.
3. Anybody who has important information regarding the fire or persons injured or trapped must report to the Incident controller.
4. Building occupants may only re-enter when given permission by the fire service or the Incident controller. Silencing of the alarm is not an indication that building occupants are allowed to return.