

Participant infopack | 10-17 August 2022

# TURNING POINTS DERBY

University of Derby, Kedleston Road, Derby, DE22 1GB

## WELCOME TO THE UK

The National Youth Agency and Centre for International Learning and Leadership (CILL) / Momentum World look forward to welcoming you to the UK. We anticipate making new friends and facilitating lasting relationships between young people and organisations.

In these joining instructions you will find everything you need to know about the training and conference, what to prepare, travel arrangements, items to bring with you and other information. Please make sure you have

## ARRIVALS/DEPARTURES

You should aim to arrive in the UK on Wednesday 10th August, with check-in at the accommodation in the afternoon between 2-5pm. Your return flights should be some time after breakfast on Wednesday 17th August. If you wish to arrive in the UK on an earlier date or depart later this is possible but please note that any additional accommodation or transport will be at your own expense.

## CONTACT NUMBERS



Please make sure that you give your family / next of kin the following emergency contact numbers and emails for the CILL/Momentum World team:

- Olga Ambrosiewicz +44 7858 061 753  
olga@momentumworld.org
- Andrew Hadley: +44 7795 554 202  
andrew@momentumworld.org

## PROJECT CHECKLIST



Fill out our project registration form



Run your travel itinerary by Olga



Prepare a presentation about youth policy and youth engagement in your country



Contact organisers about any reasonable adjustments



Bring items for our intercultural evening

## EVENT CHECK-IN

- Accommodation: the address is Darley Bank Halls of Residence, 7-11 Brook Street, Derby DE1 3PF, nearest bus stop is Seven Stars.
- A member of our team will help you with the check-in on the day.
- You will receive a key for your room for which you will be responsible, you may be charged a fee if you lose it.



# TRAVEL AND MONEY

## AIRPORTS



1. East Midlands Airport (EMA) (8.9 mi / 14.3 km)
2. Nottingham Airport (NQT) (16.6 mi / 26.7 km)
3. Birmingham Airport (BHX) (34.4 mi / 55.3 km)
4. Doncaster Sheffield Airport (DSA) (42.9 mi / 69.0 km)
5. Manchester Airport (MAN) (44.6 mi / 71.7 km)
6. London Luton Airport (LTN) (99.7 mi / 160 km)

IMPORTANT: For all questions about your travel arrangements and to check your proposed flight times and costs please contact Olga Ambrosiewicz at [olga@momentumworld.org](mailto:olga@momentumworld.org) before booking!

## TRAVEL IN UK



Please note that rail travel in the UK can get quite expensive, and you might like to consider booking your train tickets early to secure the lowest fee. If possible, avoid travelling during peak times.

As this is an Erasmus+ funded project and you will be expected to travel at a lowest fare and use public transport wherever possible.

Useful websites: [Trainline](https://www.trainline.com), [Rome2rio](https://www.rome2rio.com), Google Maps, [National Express](https://www.nationalexpress.co.uk)

## TRAVEL ALLOWANCES

- BULGARIA - €360
- ESTONIA - €275
- GREECE - €360
- HUNGARY - €275
- ITALY - €275
- N.MACEDONIA - €360
- POLAND - €275
- PORTUGAL - €275
- ROMANIA - €275
- SLOVAKIA - €275
- SPAIN - €275
- TURKEY - €360
- UNITED KINGDOM - €0 - €180



## RAIL TRAVEL



Derby is the nearest mainline train station.

Accommodation is approximately 15-20 mins away from Derby Train Station, and 5-10 mins from Derby Bus Station.

The event venue is approximately 30 mins away (on public transport) from Derby Station. The address is: University of Derby, Kedleston Road, Derby, DE22 1GB. and a 10-minute drive from Derby Station.



[www.thetrainline.com](https://www.thetrainline.com)

[www.rome2rio.com](https://www.rome2rio.com)



## TRAVEL COST REIMBURSEMENT

Please hold on to all your travel receipts, tickets and boarding passes. We would like to complete the reimbursement procedure as quickly as possible but will only be able to do so with appropriate documentation. Wherever possible, please opt for digital receipts.



## FRIENDLY REMINDERS

- Run your travel itinerary by Olga before making ANY booking.
- Please bring food/ drink from your country for our intercultural evening.
- Fill out the registration form!
- You will be invited to join a WhatsApp group for this project. This will be our primary way of communication when in Derby.
- Please only call organisers in absolute emergencies.
- Carefully read this info pack.

# LOCAL TRAVEL

## U1 BUS (UNIVERSITY BUS)

### holiday service

**Monday-Friday** sorry, does not run Saturday, Sunday or Bank Holidays. Please see **trentbarton, the allestree** timetable for buses between Kedleston Road (main road stops) and Derby city centre at these times

**train station | city centre | Bridge Street | Kedleston Road Site**

	am	am	am	am	am	pm	pm	pm	pm	pm	pm
<b>Derby train station</b>	7.30	8.30	9.30	10.30	11.30	12.30	1.30	2.30	3.30	4.30	5.30
<b>city centre Morledge</b>	7.34	8.34	9.34	10.34	11.34	12.34	1.34	2.34	3.34	4.34	5.34
<b>Bold Lane car park</b>	7.37	8.37	9.37	10.37	11.37	12.37	1.37	2.37	3.37	4.37	5.37
<b>Bridge Street Princess Alice Court</b>	7.42	8.42	9.42	10.42	11.42	12.42	1.42	2.42	3.42	4.42	5.42
<b>University Kedleston Road Site</b>	7.50	8.50	9.50	10.50	11.50	12.50	1.50	2.50	3.50	4.50	5.50
	am	am	pm	pm	pm	pm	pm	pm	pm	pm	pm
<b>University Kedleston Road Site</b>	8.10	9.10	10.10	11.10	12.10	1.10	2.10	3.10	4.10	5.10	6.10
<b>Bridge Street Princess Alice Court</b>	8.17	9.17	10.17	11.17	12.17	1.17	2.17	3.17	4.17	5.17	6.17
<b>city centre Morledge</b>	8.21	9.21	10.21	11.21	12.21	1.21	2.21	3.21	4.21	5.21	6.21
<b>Derby train station</b>	8.30	9.30	10.30	11.30	12.30	1.30	2.30	3.30	4.30	5.30	6.30

## U2 BUS

### holiday service

**Monday-Friday** sorry, does not run Saturday, Sunday or Bank Holidays.

**Kedleston Road Site | Markeaton Street Site | Britannia Mill | Kedleston Road Site**

	am	am	am	am	am	pm	pm	pm	pm	pm	pm
<b>University Kedleston Road Site</b>	7.50	8.50	9.50	10.50	11.50	12.50	1.50	2.50	3.50	4.50	5.50
<b>Pybus St Top (For Markeaton Street Site)</b>	7.55	8.55	9.55	10.55	11.55	12.55	1.55	2.55	3.55	4.55	5.55
<b>Ashbourne Rd Co-Op for St Christophers Court</b>	7.57	8.57	9.57	10.57	11.57	12.57	1.57	2.57	3.57	4.57	5.57
<b>Britannia Mill</b>	▼	▼	▼	▼	▼	▼	▼	▼	▼	4.59	5.59
<b>Bridge Street</b>	7.59	8.59	9.59	10.59	11.59	12.59	1.59	2.59	3.59	▼	▼
<b>University Kedleston Road Site</b>	8.10	9.10	10.10	11.10	12.10	1.10	2.10	3.10	4.10	5.10	6.10

buses after 4pm run via Britannia Mill instead of Bridge Street

## DERBY BUSES

Buses to Campus From Derby Station

Take the IC Bus from Derby Station to Derby Bus Station, walk to Corporation Street stop J4. Take the Allestree Bus to University.

### Railway Station East

#### IC Derby

^ 4 min (2 stops) - Stop ID: dbyagppm

Roundhouse Road

Service run by **arriva Midlands**

### Derby Bus Station

Walk

▼ About 4 min

### Corporation Street (Stop J4)

#### Allestree Allestree (+ green)

^ 10 min (10 stops) - Stop ID: dbyampgp

Victoria Street (Stop B4)

Bold Lane Car Park

Queen's Leisure Centre

Seven Stars

Garden Street

Five Lamps

St Alkmunds Church

Bromley Street

The Jonty Farmer

Service run by **trentbarton**

### University

## TAXI SERVICE



Where it is not possible to use public transport you may choose to use a local taxi service. It is vital you keep all relevant receipts as we may not be able to reimburse you otherwise.

A Derby-based car company which university tends to use is Albatross cars: <https://www.albatrosscars.com>

## PLAN YOUR TRAVEL

UK has recently experienced a wave of rail strikes which severely disrupted travel across the country.

We highly recommend you plan all your travel in advance and prepare for possible delays and disruptions to your journey.



Contactless payments are widely accepted around the UK including on public transport (i.e. local buses)

The currency of the UK is the pound sterling (GBP). During your stay on the project, all your accommodation, food, and transport during the programme is provided for by us. You will only need pocket money to buy occasional food and drinks while out, and maybe some souvenirs.

We advise you to change a small amount of money (perhaps £30 - £40) at the airport when you arrive.



## VISA COSTS

UK visa fees will be reimbursed for participants from non-EU countries (but please note we can only pay if the visa application is successful).

We will reimburse up to €200 per participant.



## BREXIT



You can cross the UK border using a passport which should be valid for the whole time you are in the UK. Please check you possess a valid document before you travel. EU ID cards will no longer be accepted.

## PARTNER ORGANISATIONS

National Youth Agency (UK), CILL (UK), ABS(Bulgaria), ESTYES(Estonia), OENEF(Greece), Európa Ifjúsága Egyesület (Hungary), Futuro Digitale (Italy), Associazione Joint (Italy), Go Green (N. Macedonia), Regional Volunteer Centre (Poland), Proposito Inadiavel (Portugal), FITT (Romania), Otvorena Hra (Slovakia), BB&R (Spain), Ayuntamiento de Murcia (Spain), System & Generation (Turkey)

## PARTNER COUNTRIES



## TRAVEL INSURANCE



All participants should ensure that they have comprehensive travel insurance which includes cover for all eventualities relating to Covid. We will not be responsible for any injury or loss - medical, financial, or otherwise.

You should check what the entry requirements are for when you return to your home country. Some countries may require Covid testing.



Some places recommend you wear a face mask so it is a good idea to bring spare masks with you. Covid tests are available for purchase in most pharmacies.

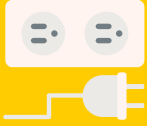


## WHERE YOU WILL STAY



Accommodation will be at Darley Bank Halls of Residence, 7-11 Brook St, Derby DE1 3PF  
View the location: <https://www.derby.ac.uk/life/accommodation/our-halls/darley-bank/>

You are asked to arrive at the accommodation on 10th August to check in after 2pm, your departures will take place after breakfast on 17th August.



Remember that when visiting the UK you will need a UK power adapter for electrical items. This is a three point adapter and can be purchased in most travel stores and airports.



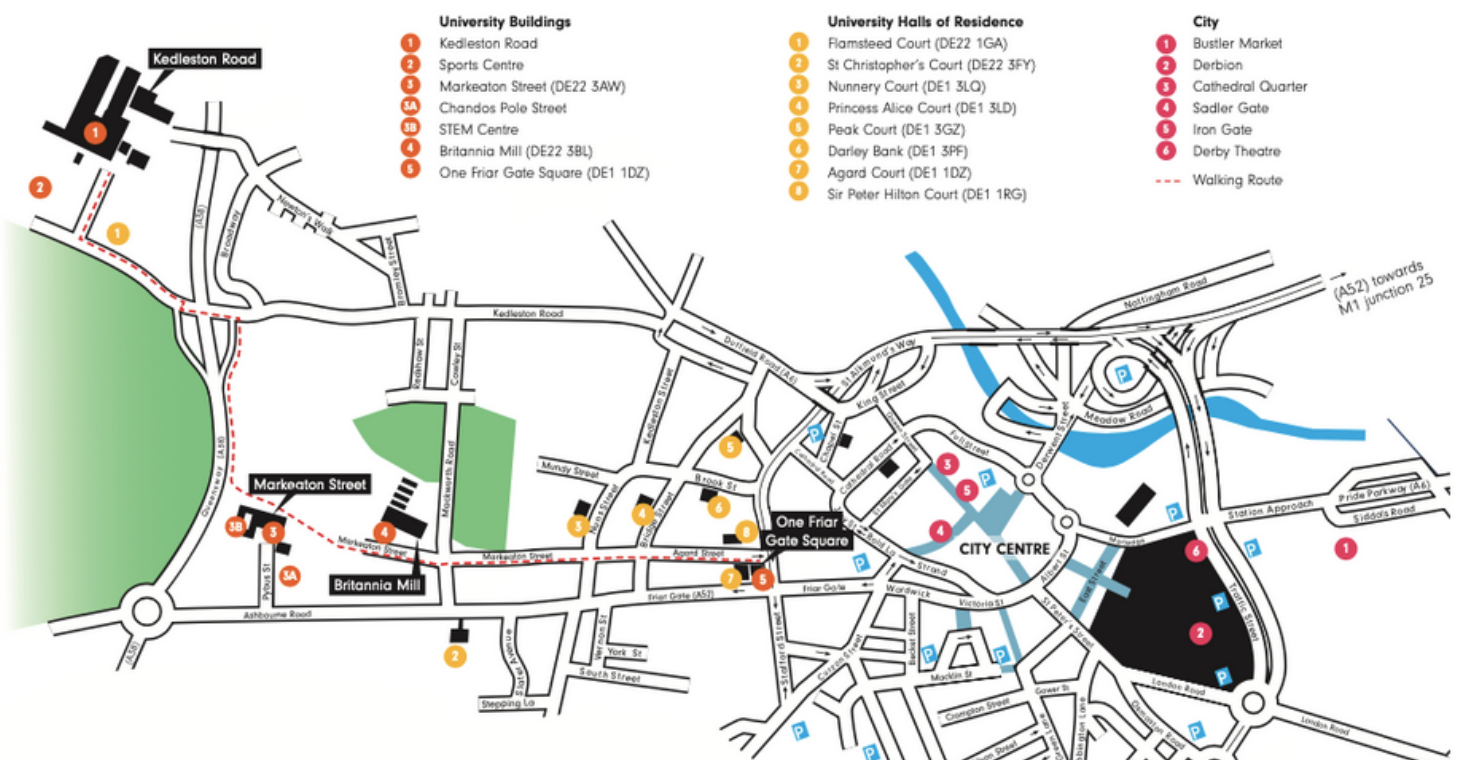
Darley Bank Halls of residence



A social space at Darley Bank Halls

## Derby city map

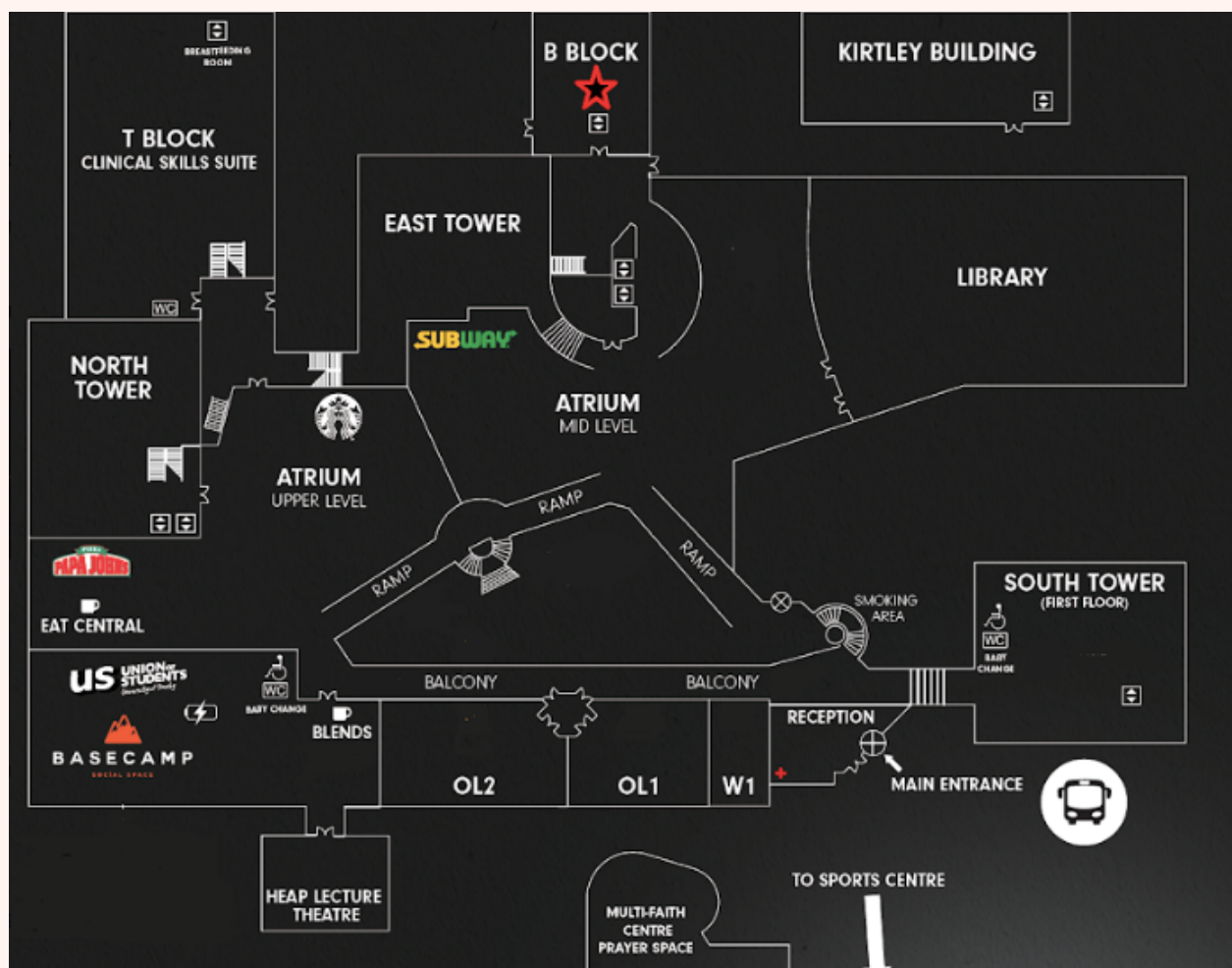
University of Derby



It is approximately a 20 min **walk** between Darley Bank Halls of Residence and the University of Derby campus. You can catch an Allestree bus from Seven Stars bus stop to get to campus.

## Campus map

During KA3 Turning Points we will be based in block B with access to other common areas. You will be given a more detailed instructions about the venue itself upon your arrival.



## ACCESSIBILITY



All areas of the campus are fully accessible to anyone with mobility requirements via lifts, ramps, handrails and level entrance ways. The hallways and walkways are wide enough for a wheelchair in all areas. Hearing loops are available in the lecture theatres but not the classrooms. All residential delegates will receive a pass for the entire week of the event.

## SHOPS



Derby offers a range of shops in the city centre. Most shops in the UK will accept cash (notes and coins) or debit/credit cards, although some are now card only – they usually have a sign saying this on the front entrance. We recommend you check the conversion rates and bank fees with your bank prior to your travel to the UK. Please see the above map for shops, cafes and restaurants available on campus.

## DIETARY REQUIREMENTS



Breakfast, lunch and dinner will be provided during the duration of the project.

We will do our best to cater to your dietary requirements, and allergies- it is vital you indicate these on the registration form.

Breakfast and lunch will be served on campus.

Dinner will be served at a different venue. Details of it will be shared on your arrival.

## RELIGIOUS SPACE



University of Derby offers a multi-faith centre for anyone who requires a religious space.

## STAYING CONNECTED

Now the UK left the EU you might be subject to additional roaming fees when using your phone. Please check this information with your network provider prior to your arrival in the UK.

Wifi will be available throughout Campus.



## SPORTS CENTRE



University has offered us a voucher for each delegate to be able to have one free session at the on-site gym during your stay. Additional sessions would need to be paid for at the standard visitor rate.

## TIMEKEEPING



You will be expected to arrive for activities on time. This will ensure the programme runs smoothly. If you are experiencing any trouble with transport please let the organisers know. We recommend you travel in a group, and always check where you need to be and at what time against the daily schedule (it will be provided upon arrival).

## CODE OF CONDUCT



- Be kind and respectful
- Bring in positive energy and sense of humour
- Take part in all activities
- Be prepared for new challenges
- Have an open mind

## WEATHER



The weather at this time of year in the UK is usually warm but can be changeable. The average temperature in Derby is 21 degrees centigrade but it can sometimes be hotter (or colder). There is also always the chance of rain showers!

# **DRAFT PROGRAMME\***

## **Day 1: Wednesday, 10th August**

- P.M. Arrivals
- Introductions
- Group dinner off-campus

## **Day 2: Thursday, 11th August**

- Conference Planning
- Attendees to work in groups (in breakout rooms), with breakfast, coffee breaks and lunch provided
- Group dinner off-campus

## **Day 3: Friday, 12 August, Conference Day, Intl Youth Day**

- Welcome external guests
- Attendees work in groups (in breakout rooms), with breakfast, coffee breaks and lunch provided
- Main conference
- Formal Dinner off-campus

## **Day 4: Saturday, 13th August**

- Reporting Workshops
- Attendees work in groups (in breakout rooms), with breakfast, coffee breaks and lunch provided
- Group dinner off-campus



### **Day 5 or 7: Sunday, 14th August**

- Connect to Local Projects (hosted at Uni or out)
- Attendees work in groups (in breakout rooms), with breakfast, coffee breaks and lunch provided
- Group dinner off-campus

### **Day 6: Monday, 15 August**

- Attendees work in groups (in breakout rooms), with breakfast, coffee breaks and lunch provided
- Dinner off-campus

### **Day 7: Tuesday, 16 August**

- Residential attendees work in groups (in breakout rooms needed), with with breakfast, coffee breaks and lunch provided
- Group dinner off-campus

### **Day 8: Wednesday, 17 August**

- Early breakfast
- Check-out from accommodation
- Departures A.M.

## WHAT TO BRING



- Everyday clothes – shirts, trousers, T-shirts, underwear, socks etc.
- Formal clothes (for conference day)
- Outdoor clothing – be prepared for hot, cold or wet weather – English weather is very changeable!
- Comfortable practical shoes for walking out
- Toiletries – toothbrush, toothpaste, soap, shampoo, shower gel, suncream, etc.
- Towels
- Pens and paper will be provided but you may like to bring your own anyway.
- You might want to bring your laptop/ tablet.
- Any necessary medication – if it is serious medication let the staff know. (A first aid kit will be supplied by CILL/ Momentum World for emergencies).
- Small bag or backpack for going out
- Items for your intercultural evening (Food, Drink, and Flag from your countries)

## INTERCULTURAL EVENING



Prepare a short entertainment for the Intercultural Evening, (no video or Powerpoint allowed!) to represent your country and culture. This could involve music, dance, drama, games, quiz etc. It should be interactive – something that everyone can enjoy together. The funnier the better!

Please also bring some typical food and drink from your country to share with the other participants.

Alcohol is allowed but please remember you must either buy it from Duty Free at the airport or pack it in your checked luggage.

Please do not bring food that needs cooking, because we will not have the resources for this. We can provide items such as cutlery and paper plates.

MAXIMUM TIME ALLOWED for each country will be 3 MINUTES! You will be given time to prepare the activity with the other participants from your country.

Also if possible please bring a large flag of your country – we will use these to decorate the walls during the week as well.

## SOCIAL MEDIA



Make sure to follow us on social media @nationalyouthagency @cill\_uk @derbyuni  
#nyaturningpoints #youthpolicy

**WE LOOK FORWARD TO WELCOMING YOU TO DERBY!**