

## ST EDMUND'S COLLEGE SUMMER SCHOOL

# ARRIVALS – LONDON GATWICK AIRPORT (LGW)

This document will explain the process for students arriving at London Gatwick Airport (LGW) then travelling to the St Edmund's College campus ready to start your summer school.

The specific arrival dates are:

- Sunday 10<sup>th</sup> July 2022 – for students attending our 10-30 July 2022 summer school.
- Sunday 31<sup>st</sup> July 2022 – for students attending our 31 July to 20 August 2022 summer school.

### What to do when you land

After leaving the plane, you should follow the signs to the baggage reclaim area. This is where you will collect your luggage/bags.

If you cannot find your luggage/bags, you should speak to a member of airport staff as soon as possible. They will help you locate the missing items.

Once you have all of your luggage/bags, you should exit the baggage reclaim area through the blue 'European Union' or green 'Nothing to Declare' gates. These should be clearly signposted.

You should then walk past some shops before reaching the Arrivals Hall. This is where you will meet our summer school team.

### Who are you meeting?

When you enter the Arrivals Hall, you should look for our airport manager who will be holding a large sign with 'St Edmund's College' clearly printed on it.

Your Airport Manager is:



**Annie Paine**  
who can be phoned on:  
**+44 (0)7255 071 913**

Other members of the St Edmund's College Summer School team will also be at the airport to meet you when you arrive.

## **How do we get to St Edmund's College?**

Once you have met the summer school team at the airport, we will take you to meet one of our coaches or mini-buses. We will then travel with you to the St Edmund's College campus, where our team will welcome you to the summer school.

Students will be arriving throughout the day, so we will operate multiple journeys from the airport to St Edmund's College. This may mean that you need to wait with our team for a short time, while other students arrive. We will then all travel together to the St Edmund's College as a group.

We will do our best to ensure you are not waiting longer than is necessary and that we get you to St Edmund's College as soon as possible.

## **What if your flight is delayed?**

If your flight is late arriving, we will wait for you.

Our team will be in the airport all day and will not leave until we have met everyone and transported you all safely to the St Edmund's College campus.

## **Will these plans change?**

We will do our very best to ensure that these arrival plans do not change.

However, sometimes there are unexpected challenges or problems, and we may need to alter these plans slightly. This may mean that you are met by a different member of the St Edmund's College Summer School team.

The person meeting you will always be wearing a St Edmund's College Summer School uniform and will always carry St Edmund's College Summer School ID that includes their name and photograph.

If you are unsure who they are, or feel unsafe, please phone the Summer School Director on +44 (0)7899 901 999. They will be able to tell you who you are meeting and confirm any new arrangements.

## **Emergencies**

In an emergency, you can phone the Summer School Director 24/7 on +44 (0)7899 901 999.

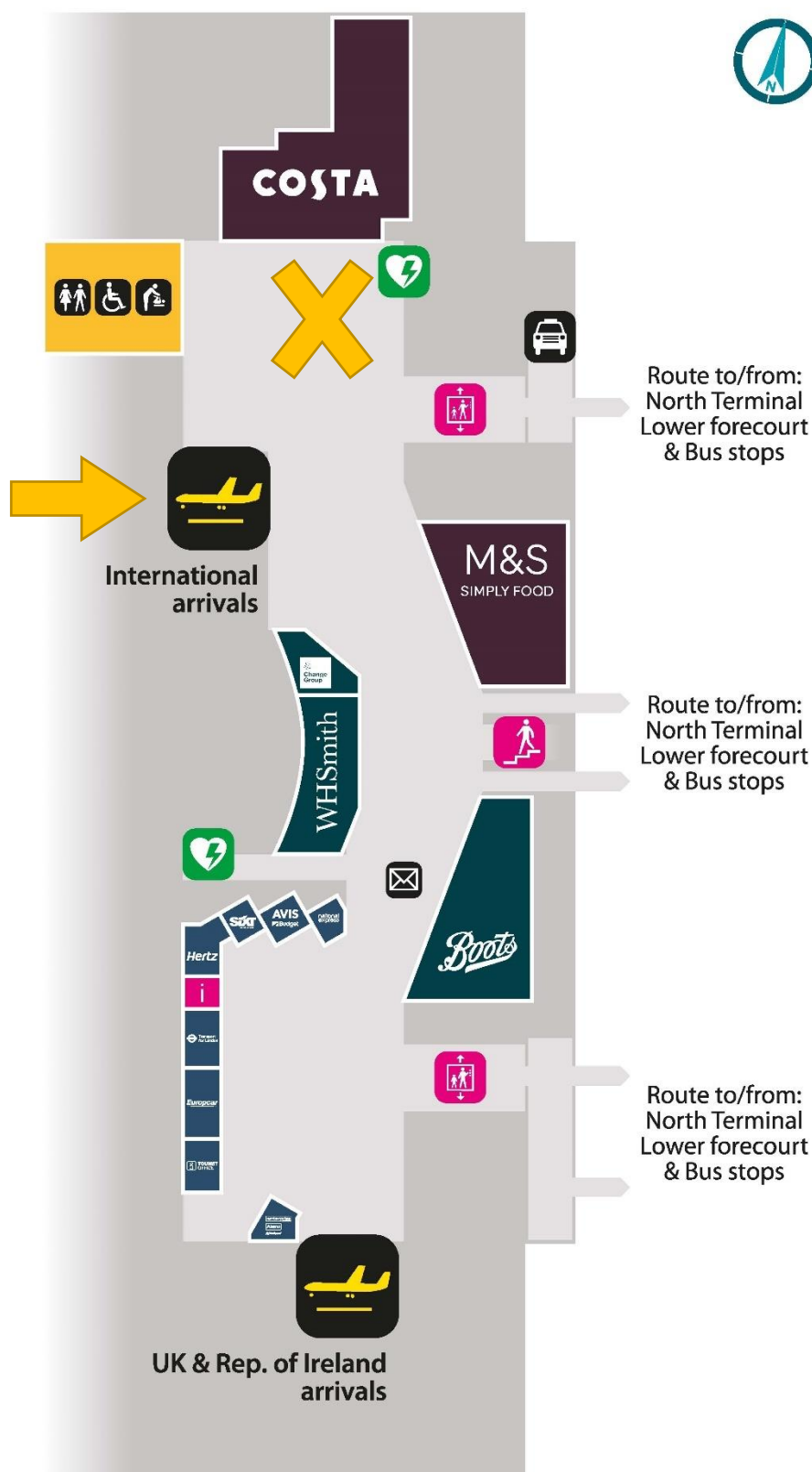
## **London Gatwick Airport (LGW) map**

To help you find your way around the airport, pages 3 and 4 of this document is a map of the airport arrivals area.

## **Additional Information**

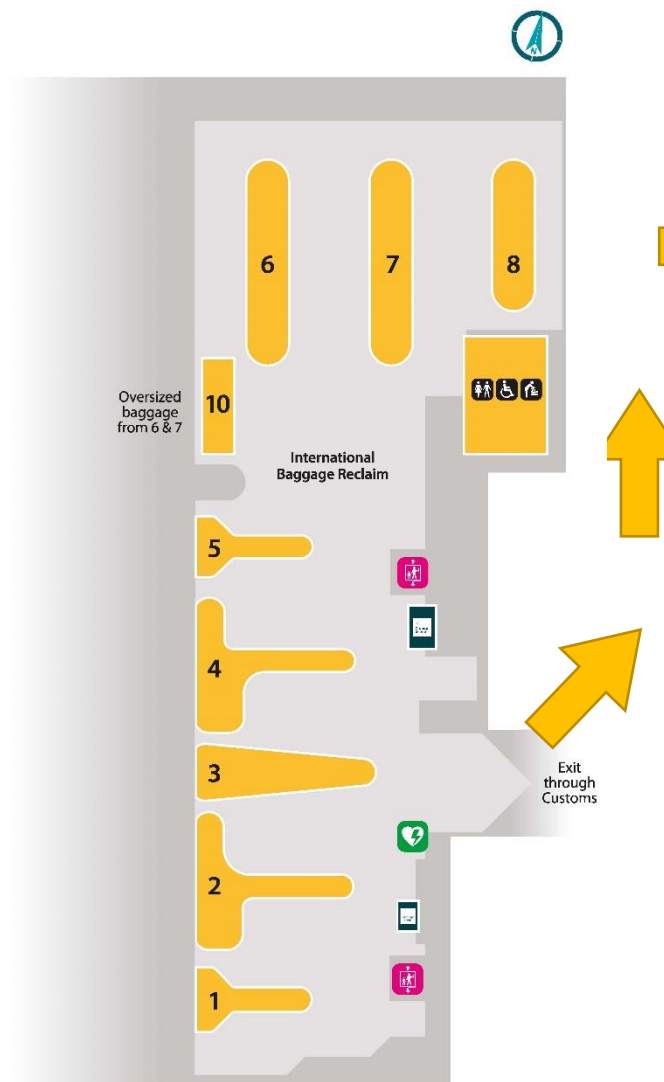
Should you have any questions, or require additional information about this subject, please contact us direct via email at [summer@stedmundscollege.org](mailto:summer@stedmundscollege.org), or phone on +44 (0)1920 824 348.

**North Terminal**  
Arrivals  
Landside (Level 00)

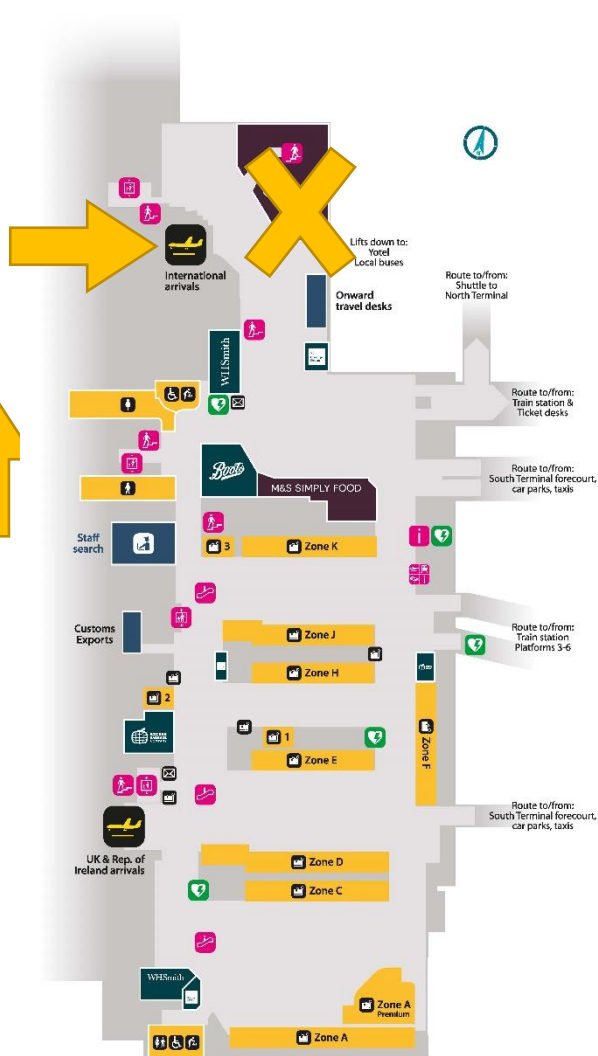


**We will meet you  
beside arrivals  
marked with an X  
on this map**

## South Terminal Baggage reclaim Airside (Level 20)



## South Terminal Check-in & Arrivals Landside (Level 20)



**We will meet you  
beside arrivals  
marked with an X  
on this map**