



# 16<sup>th</sup> Oxford School on Neutron Scattering

<http://www.oxfordneutronschool.org/>

2<sup>nd</sup>-13<sup>th</sup> September 2019

University of Oxford, St. Anne's College

<http://www.st-annes.ox.ac.uk/>



Supported by



Science & Technology Facilities Council

ISIS



## **School Information**

### **1. Accommodation & Arrival/Registration**

All accommodation for residential students is within St Anne's College (see maps at end). You will be able to check in to St Anne's from 1 pm on Sunday the 1<sup>st</sup> September. Go to the Porter's Lodge near the entrance (Ruth Deech Building) to obtain your room keys. Dinner will be at 7pm in the dining hall. Please contact us if you are not planning to arrive during this period.

2. **On the first day of the school (2<sup>nd</sup> September) meet at 0815h at the Porter's Lodge.** We will meet you there to escort you to the lecture theatre where the school registration will take place. Later on a pre-dinner drinks reception will be held in the evening at 6pm (seminar room 7).

### **3. Internet Access & Twitter**

Wireless internet access is provided in the bedrooms and meeting rooms in St Anne's, via the cloud (see end of document) or via Eduroam. Visitor codes will be created for each visitor who needs one and will be handed out at check-in. There is no wired internet access.

The twitter handle is [@oxfordneutron](https://twitter.com/oxfordneutron) and #osns2019

### **4. Meals**

For students staying at St Anne's, breakfast and dinner will be served in St Anne's Dining Hall on each weekday of the course. At the weekend, only breakfast will be provided.

- Breakfast will be a self-service buffet, provided between 7:30 and 9 am on weekdays (Mon-Fri) and between 8 and 9:30 am on weekends (Sat-Sun).
- A served dinner will be provided at 7 pm each weekday evening (please be punctual for this).
- There are no formal lunchtime arrangements. There are numerous places to eat within a short walking distance of the Clarendon Lab and St Anne's.
- On Thursday the 12<sup>th</sup> we will hold a gala dinner at St Anne's for school attendees and honoured guests. Dress for this dinner should be smart. It will start with a drinks reception and canapés at 630 pm in seminar room 9 (Ruth Deech Building) followed by the dinner in the main dining hall at 730 pm.
- **NB** All students (residential and non-residential) are invited to attend the gala dinner.

### **5. Lectures**

All lectures will be held in the Dennis Sciama lecture theatre in the Denys Wilkinson Building, University of Oxford, on Keble Road. See map at the end.

### **6. Tutorials**

The tutorial sessions, given by many of the course lecturers and organizers, are intended as an opportunity to build on the topics covered in the lectures. The tutorials may include: working through prepared exercise questions, developing particular concepts covered in the lecture material and the opportunity for troubleshooting.

## 7. **Evening Lectures**

We have arranged four evening lectures on the 3,4 ,5 and 10 September (see the timetable for details). These lectures will be held after dinner in the Mary Ogilvie Theatre at St Anne's. Additional information will be provided during the school.

## 8. **Contacts**

For urgent matters, the school organisers can be contacted during the school on:

Victoria Garcia Sakai: 07786 395315

Sean Langridge: 07990 506709

Ross Stewart: 07557 012585

Najet Mahmoudi: 07525 313850

Paul Henry: 07753 421508

During the school, at least one of the organizers will be available at all times.

## 9. **Social Programme**

We will have some social events during the school. These will include evening lectures, a games night, and a Pub Quiz. Information will be provided during the school.

## 10. **Bookshops**

Oxford is famous for bookshops, particularly Blackwell's which has several shops on Broad Street. Even if you don't want to buy books, a visit to the famous Norrington Room in the main shop is worthwhile, simply to marvel at the size and number of books. Blackwell's also has a good art, design and architecture shop and music shops on Broad Street.

Other major bookshops include Waterstone's on Magdalen Street.

For second-hand science books, Blackwell's has a second-hand department on the top floor, and the Oxfam bookshop on St. Giles also has a good selection.

The Works on Cornmarket stocks end of print books and often has a varied collection of science books in the basement.

## 11. **Places to eat for lunch**

There are many places to eat for lunch in the city centre, which is particularly good for lunchtime. The Covered Market has a wide range of cafes including organic food. On Holywell Street there is an excellent Japanese Restaurant as well as a few average sandwich shops. The area around Little Clarendon Street has lots of little cafes with the legendary G&Ds ice-cream parlour open to midnight each day. The Ashmolean Museum has a café below its outstanding collections of antiquities (as good as the British Museum in London) and Modern Art Oxford also has a café. Many of the pubs serve traditional English food or variations on this, and most bookshops sell coffee and sandwiches. Follow Queen's Lane to the High Street to have coffee in one of Europe's

oldest coffee houses, The Grand Café.

Below is a map of places to get food within easy walking distance of the Denys Wilkinson building:



## 12. Punting

Traditional Oxford river past-time. The best place to hire punts is at The Cherwell Boathouse, Bardwell Road, but you can also hire punts at Magdalen Bridge and Folly Bridge in the town centre.

## 13. Places of Worship

Oxford has no shortage of places to worship. Information on local places of worship can be found at : <https://www.dailyinfo.co.uk/oxford/guide/religion>

## 14. Medical Enquiries

If an appointment with a GP is required school participants should contact the St Anne's porters lodge to obtain a contact number for the Jericho Health centre. This is located ~1/2 a mile from the college in the Radcliffe quarter. Non-emergency advice can also be obtained from the NHS 111 [Service](#). The telephone number for this service is 111 from mobile or landline.

In the case of a medical emergency the delegate should contact the emergency services (999).

15. **And finally...**

If the information you need isn't listed here, please contact one of the organisers or consult the amazing DailyInfo website [www.dailyinfo.co.uk](http://www.dailyinfo.co.uk) which has comprehensive information about every activity in Oxford. Enjoy the school and if you have any questions please ask one of the school representatives!

# General St. Anne's College Information

## IMPORTANT POINTS

- 1) **We have a “no smoking indoors” policy and we ask that everyone smokes only at the 14 designated points shown on the attached plan. Please note smoking is not permitted at the front entrance to College.**
- 2) We have a no cycling policy within College for safety reasons (lack of sight lines around buildings).
- 3) We ask that all cycles are parked in the area adjacent to the Banbury Road.
- 4) We do not encourage you to bring a car to the school. There are very limited parking facilities at the College, organisers should check with St Anne's Conference Office regarding any requests for parking spaces. The North Oxford Park and Rides (Pear Tree and Water Eaton) are very convenient as the buses stop near the College. Please see the link <http://www.oxfordshire.gov.uk/cms/public-site/park-and-ride>
- 5) Do visit the Tourist Office 15-16 Broad Street, Oxford, OX1 3AS  
[www.experienceoxfordshire.org](http://www.experienceoxfordshire.org)
- 6) Conference organizers should inform all delegates that it is unusual for the College to accommodate children under the age of 16 and this should not be encouraged.
- 7) We ask that everyone is quiet between midnight and 08.00 am.
- 8) Breakfast is in the main Dining Hall from 07:30-09:00 am Monday to Friday and 08:00-09:30am Saturday and Sunday.
- 9) We ask that you go to the Fire Assembly Points shown on the attached plan in the event of a fire alarm.
- 10) Please note there is a fire alarm test every Monday at 16:00 hours. There is no need to take any action.
- 11) Please make residents aware that fire procedure detail and a site map showing fire assembly points are on the back on each bedroom door.
- 12) We ask that all persons follow the instructions of Lodge Porters in the event of a fire or emergency.
- 13) We ask you to contact the Lodge if you have any emergency or see something suspicious (the Lodge is 01865-274800).
- 14) We recommend that you lock your bedroom door at all times.



- 15) We ask you not to divulge entry door codes to anyone you do not know.
- 16) Check-in is at the Porters' Lodge from 13.00 hrs.
- 17) We request that you vacate your room by 10.00 am on your last day in College. Secure storage is available at the Lodge.
- 18) It would greatly assist College if you could remind delegates to return their keys and fobs upon their departure. Any lost key and fobs will incur a £50 charge.
- 19) For free wifi we have the University worldwide network 'Eduroam' for those that are signed up to this already with their home institution. Alternatively we have 'The Cloud', see this link:  
<http://www.thecloud.net/free-wifi/support/my-cloud/how-to-login/> and select 'free venues'. Leaflets are also available at the Lodge.
- 20) St Anne's is an historic campus that has natural hazards. There are control measures in place but all risks cannot be eliminated. Visitors are respectfully reminded of their responsibility to take care of themselves throughout their visit.

## TIPS FOR ACCESSING 'THE CLOUD' WIFI

1. From the available wifi networks select 'the cloud'. Make sure not to select any other wifi network.
2. Open a web browser, if 'the cloud' homepage does not come up automatically, type in [www.bbc.co.uk](http://www.bbc.co.uk). As this is an open (rather than secure) website 'the cloud' homepage will then come up.
3. *I can't see the Sky WiFi page when connecting to the network*

If this happens, you may need to manually type in the web url: <http://service.thecloud.net> Here you will be able to Register/Login and browse the internet.

4. Follow instructions to set up a username and password if you have not done this before for 'the cloud'. 'The cloud' will also ask for some other information like name and address.  
You can then log in!
5. 'The cloud' can take up to two devices so if you have set up a username and password for example for your laptop you can also use these for your phone.
6. 'The cloud' is free at St Anne's and can be used widely around the UK. Charges may apply at other venues.
7. Information leaflets are also available at the Lodge (Reception).



## How to access The Cloud:

1

Check your WiFi is on

2

Select **The Cloud** from the available network list

3

Open browser, hit refresh and follow the on-screen instructions to register or log on using your existing account details

4

Once your free WiFi allocation has expired you will be prompted for payment details

## Having trouble getting Online?

### Troubleshooting Mac

Click on AirPort in the toolbar and select Turn AirPort On. Select **The Cloud** from the list of wireless networks.

### Troubleshooting Windows 8

NOTE: Windows 8 uses the Metro user interface right alongside the traditional Desktop one. Therefore there are two different ways to connect to The Cloud.

1a. From the Start Screen, manoeuvre your cursor to the top-left of the screen. This will get the side menu to display (eg. Search, Share, Start, Devices, Settings).

1b. From the Desktop you can select the WiFi icon from the right-hand side of the taskbar to open the list of available networks. Once you've done this, please continue troubleshooting from step number 4.

2. Select Settings.

3. When Settings appears locate the WiFi icon underneath the taskbar.

4. Locate and select **The Cloud** from the list of available wireless networks. Windows will prompt whether you wish to connect to The Cloud automatically. Tick the box if you want your device to connect to The Cloud when in range and then click Connect. If not, just click Connect.

5. Windows may ask: Do you have a username and password for this WiFi hotspot? Select No, open a web browser to complete the connection.

6. The Cloud Landing Page should now appear in your web browser. Select Get Online.

### Troubleshooting Windows Vista/7

1. Go to Start, Control Panel Network and Sharing Centre. Go to Manage Wireless Networks on the left of the screen.

2. Make sure **The Cloud** is positioned on the top of the list by moving it up. If needed if no wireless networks are displayed, ensure your wireless is switched on. Highlight **The Cloud**, right-click and choose Properties.

3. Make sure that Security type is set to Open and Encryption type is set to None. Select OK and close the Manage Wireless Networks screen.

4. Go to Manage Adapter Properties, right-click on Wireless Network Connection and select Properties. Highlight Internet Protocol Version 4 and click on Properties.

5. Select Obtain an IP address automatically and Obtain DNS server address automatically. Then select OK.

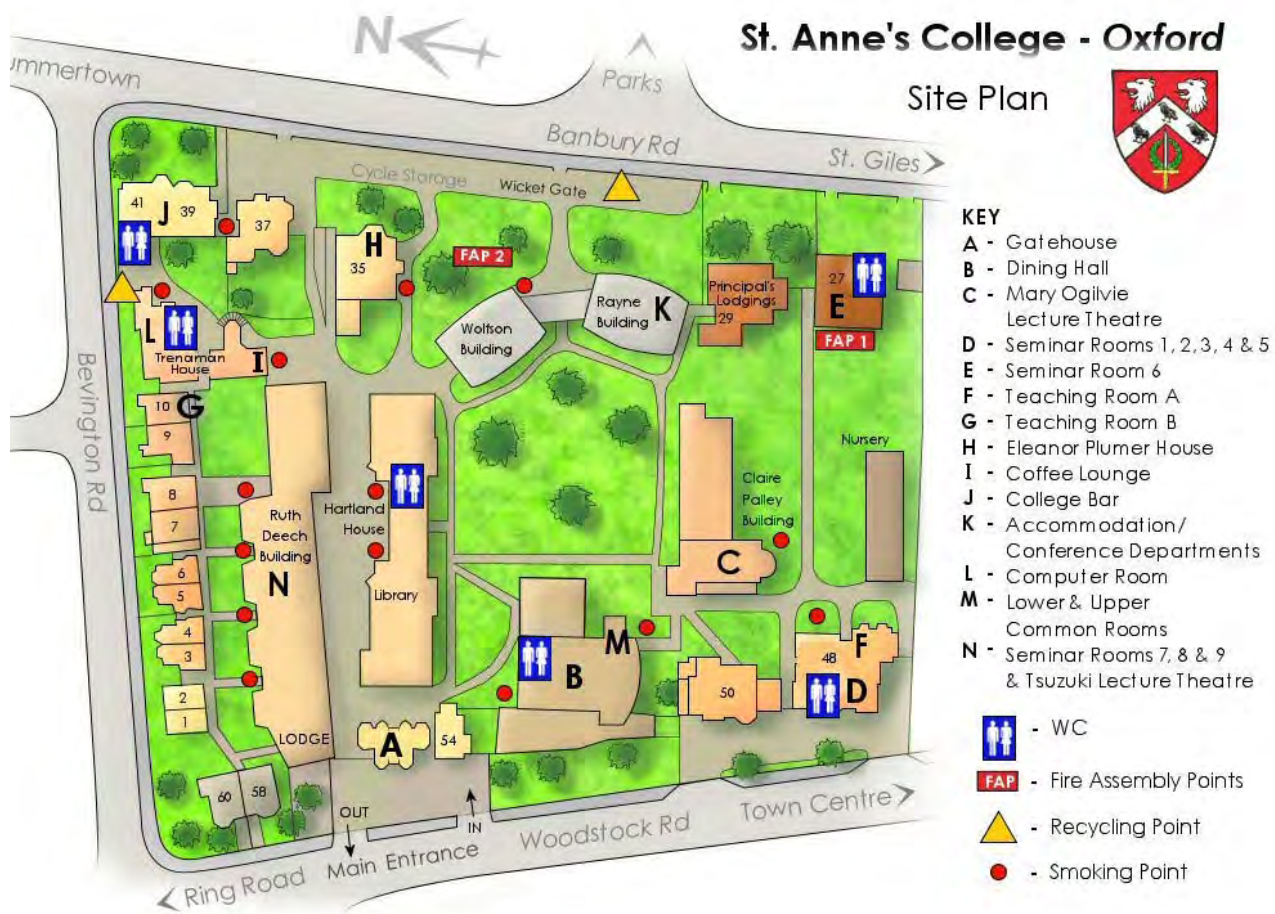


If you or your customers continue to experience problems getting online, please visit [www.thecloud.co.uk/support](http://www.thecloud.co.uk/support)

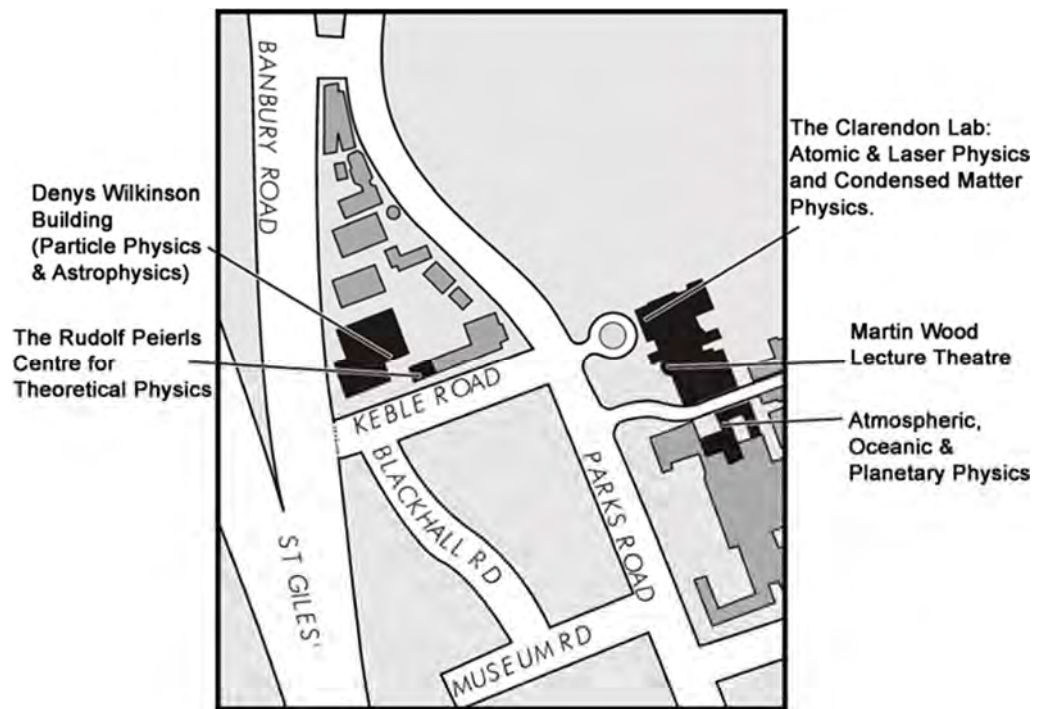


However if there is an issue with The Cloud WiFi service you can call our senior support team on **0844 824 5000**

Calls cost 5.5p per minute (plus 13p connection fee) for BT customers. Calls from other providers and from mobile phones may vary.

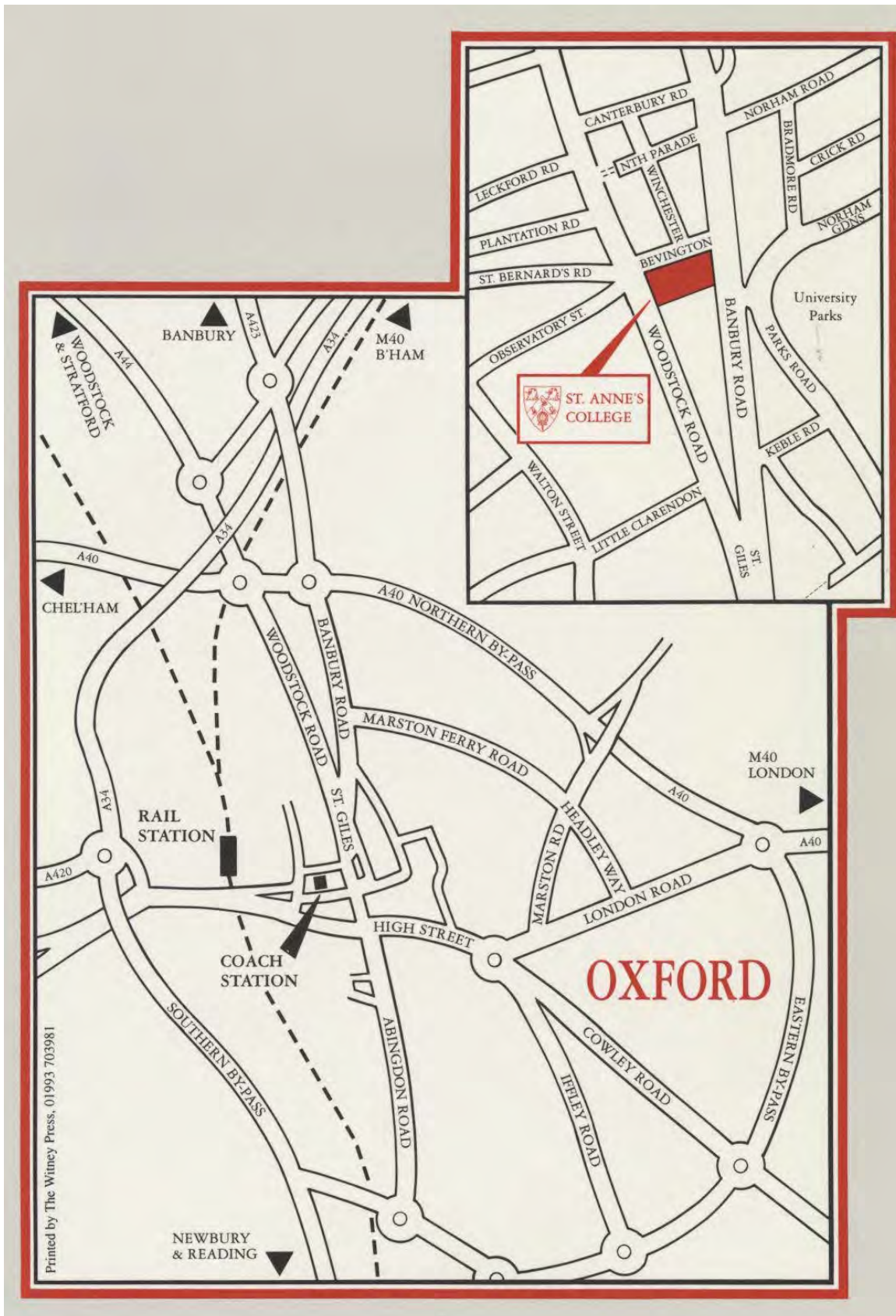


**St. Anne's Site plan**



**Location of Denys Wilkinson building for lectures**





Location of St. Anne's College



## **St. Anne's College Emergency Plan for Visitors**

The College Porters Lodge is open 24/7 for 365 days a year and is able to deal with fire alarms, medical emergencies and out of hours urgent repairs.

Contact details: Telephone number; 01865 274800, Email: [lodge@st-annes.ox.ac.uk](mailto:lodge@st-annes.ox.ac.uk)

Post code OX2 6BN

### **Fire Safety Arrangements.**

When staying in any accommodation, hotel etc., it is always a good idea to familiarize yourself with the fire safety procedures, and nearest available emergency exits. If you have any questions please do not hesitate to contact the lodge.

#### **If you discover a fire;**

- Activate the nearest Fire Alarm call point.
- Leave the building by the nearest exit closing doors behind you,
- Do not use lifts
- Do not stop to gather personal belongings
- Proceed to the appropriate fire assembly point shown on the attached plan.
- Do not re-enter the building until you are told it is safe by a Fire Marshall or College Officer, they will be wearing a yellow vest with 'Fire Marshall' on it.
- If it is safe to do so dial 999 to inform the emergency services.

#### **Action if you hear the fire warning sounders.**

- Leave the building by the nearest exit closing doors behind you,
- Do not use lifts
- Do not stop to gather personal belongings
- Proceed to the appropriate fire assembly point shown on the attached plan.
- Do not re-enter the building until you are told it is safe by a Fire Marshall or College Officer, they will be wearing a yellow vest with 'Fire Marshall' on it.
  - FAP 1 is for occupants of 27 and 29 Banbury Road, 48 and 50 Woodstock Road and The Nursery
  - FAP 2 is for all other buildings.
  - FAP3 is for Catering staff.

#### **Calling the fire brigade.**

All St Anne's college buildings have been fitted with an automatic fire alarm system networked to the Porters Lodge and University Security services. In the event of a fire alarm the Lodge will be notified and the College Porters will investigate the call and if necessary contact the local Fire Brigade for assistance.

#### **Evacuation of the premises including those particularly at risk.**

Persons who may need special assistance evacuating from buildings in the event of a fire should make themselves known upon arrival to the Porters Lodge who will be pleased to make any necessary arrangements.



**St Anne's College**  
University of Oxford

**KEY**

- A - Seminar Rooms 1, 2, 3, 4 & 5
- B - Conference & Events Office
- C - Seminar Room 6
- D - Mary Ogilvie Lecture Theatre
- E - Lower & Upper Common Rooms
- F - Seminar Rooms 7, 8 & 9, & Tsuzuki Lecture Theatre
- G - Seminar Rooms 10 & 11
- H - STACS
- J - College Bar
- K - Accommodation Office & Domestic Bursar
- WC - WC
- Fire - Fire Assembly Point
- Recycling - Recycling Point
- Smoking - Smoking Area