



# Guest information

**Birley Residences**



# Welcome

## **We would like to extend a warm welcome to guests at Birley Residences.**

The following information provides a brief guide to our services and facilities and information about the local area for your convenience. If you have any queries during your stay please visit the Residences reception or call the team on **0161 247 2958**.

We are proud of our sustainability credentials and hold the Gold Green Tourism Award; reflecting the steps we take to ensure that visitors enjoy our facilities whilst also contributing towards our sustainability mission.

### **Access:**

We want to provide an inclusive experience for everybody. If you have any special requirements, require any particular reasonable adjustments or have any questions, please visit the Residences reception or call the team on 0161 247 2958

### **Arrivals and Departures:**

Check in times are from 2pm at the Student Living reception. On departure, rooms must be vacated by 10am. If check in/out times need to be changed, please contact the Conference & Events team on 0161 2471565 Monday – Friday between the hours of 0830-1630.

### **Food and Drink**

For our conference guests and premium group bookings there are tea and coffee facilities in the shared kitchen to enjoy during your stay. Keep cups are provided in each guest bedroom.

Breakfast is provided in our dining room in the Brooks building a short walk from where you are staying (please see campus map). Breakfast is usually served between 8am – 10 am. It is likely you will have specific arrangements in place for some of your meals. Please check with your conference organiser if you are unsure. Additionally there are a range of catering outlets and vending machines across the Manchester campus, where you can purchase snacks and drinks.

### **Guest Services:**

We offer a number of items to make your stay more comfortable, these are available from the Residences reception and include, hairdryers, sewing kits, irons and ironing boards. We have an on site laundry with coin operated washing and drying facilities.

### **Fire:**

Please make yourself familiar with the nearest fire exits. The Fire Assembly Points are in the courtyard outside each block of halls. Members of Residences staff will be on duty to direct you in event of an alarm. Please do not re-enter the building until a member of staff tells you it is safe to do so. Fire alarms are tested every Tuesday morning, do not evacuate the building unless the alarm sounds continuously.

### **Housekeeping:**

Bedrooms are cleaned every on a daily basis. To support the environment, linen is changed weekly and towels are changed every three days unless specifically requested.

### **Leisure:**

Keep up to date with what's happening in the city visit the following websites:

- [www.visitmanchester.com](http://www.visitmanchester.com)
- [www.creativetourist.com/manchester/](http://www.creativetourist.com/manchester/)

### Local Healthcare Amenities:

MRI Hospital / NHS Walk in centre on Oxford Road, M13 AWL  
Manchester Dental Hospital on Lloyd Street, M15 6FH  
Pharmacy located on Stretford Road, M15 5TL

### Local Shops:

There is a Co-op conveniently located adjacent to Vine House on Stretford Road with a cashpoint. There are also a number of other local shops along this road, including a Post Office, and take away restaurants.

### Lost key / Key cards:

Guests are provided with an access swipe card and key for their room. If you lose your key or leave it in your room, please visit the Reception Desk, where your ID will be checked and you will be let back in to your room. A charge of £50 will apply for unreturned keys and a fee of £10 for unreturned swipe cards.

### General House rules:

All guests are requested to respect the quiet hours between 2300 - 0800 hours.  
There is a No Smoking Policy throughout the Halls of Residence and University buildings.

### Security:

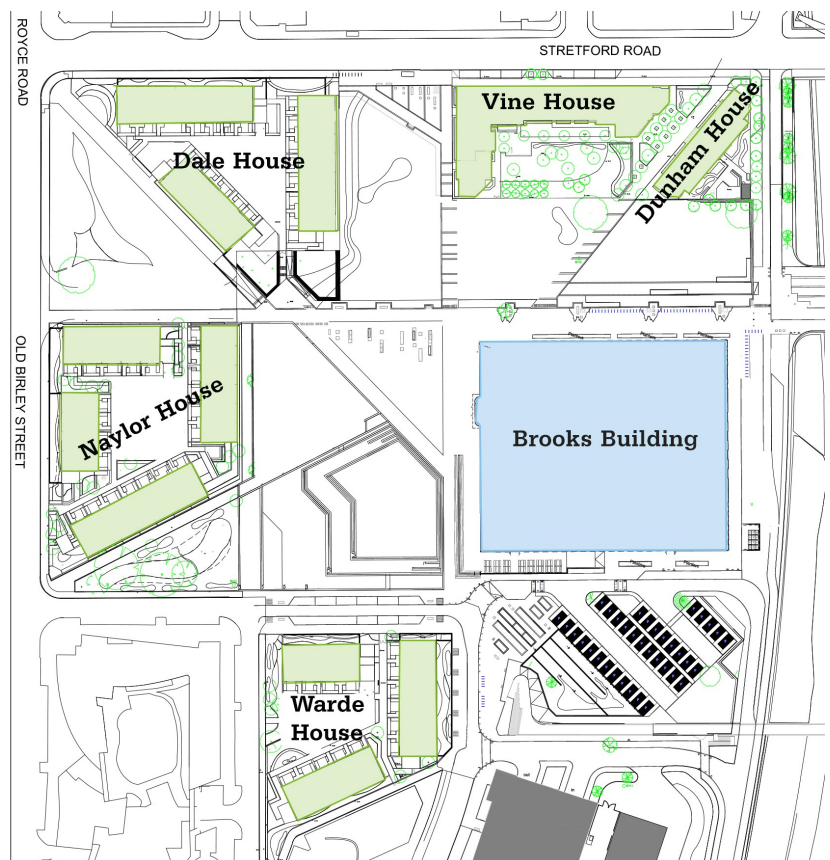
Our residences are covered by a 24/7 security service. If you should need to contact the security team please call **0161 247 1334** . For emergency calls please ring **0161 247 2222** or **999** and inform the security team you have done so.

### Travel:

Travelling around the city couldn't be easier with free shuttle services, trams and easy access by foot.

- [www.tfgm.com](http://www.tfgm.com)
- [www.metrolink.co.uk](http://www.metrolink.co.uk)
- [www.thetrainline.com](http://www.thetrainline.com)

**Birley Site map**



# Campus Map

