

**23-28  
May  
2011**

# School Handbook





**PURPOSE OF THIS PACK**

Due to an unprecedented number of schools ordering tickets through our free tickets for schools scheme, we have created this pack to give schools the essential information you need to plan your trip, and assist with the arrival of schools on the day of competition.

This information will help your school have a smooth trip, and importantly ensure your entry and exit of the venues as quick, easy and safe. To help our event team please follow the guidelines carefully and we hope you have a great experience at the BT Paralympic World Cup.

**Contents**

**PURPOSE OF THIS PACK.....2**

**2011 COMPETITION SCHEDULE .....3**

**HOW DO I GET THERE? VENUE ADDRESSES & DIRECTIONS.....3**

    MANCHESTER REGIONAL ARENA (SPORT CITY).....3

    MANCHESTER AQUATICS CENTRE.....4

**WHERE CAN I PARK? .....4**

    MANCHESTER REGIONAL ARENA.....4

    AQUATICS CENTRE .....4

**ARRIVALS PROCEDURE & EGRESS PROCEDURE.....5**

    BEFORE THE COMPETITION.....5

    UPON ARRIVAL .....5

    WHILST WAITING IN THE QUEUE .....5

**COME AND TRY! .....5**

    ACTIVITIES TO WATCH.....6

**ON THE DAY .....6**

    TEAM CONCEPT .....6

**FACILITIES.....6**

**CATERING .....6**

**HEALTH AND SAFETY INFORMATION .....7**

**LOST CHILDREN POINT .....7**

**MAPS OF THE VENUES.....8**

    AQUATICS CENTRE .....8

    MANCHESTER REGIONAL ARENA (SPORT CITY).....9

    MANCHESTER .....10

## 2011 COMPETITION SCHEDULE



### BTPWC 2011 OVERALL COMPETITION SCHEDULE

MON 23 - SAT 28 MAY

SPORT	MON 23	TUES 24	WED 25	THURS 26	FRI 27	SAT 28
Wheelchair Basketball	9:30 - 13:30 JAP Vs GER BRA Vs CAN	9:30 - 13:30 CAN Vs FRA GER Vs GBR	13:00 - 17:00 CAN Vs GBR GBR Vs JAP	13:00 - 14:40 Women's Final		
				14:40 - 16:25 Men's Final		
	13:30 - 17:30 GBR Vs CAN GBR Vs FRA	13:30 - 17:30 CAN Vs JAP GBR Vs BRA	17:00 - 21:00 FRA Vs BRA GER Vs CAN	17:05 - 20:35 Women's Bronze Medal Men's Bronze Medal		
Swimming					16:00 - 17:15	12:00 - 14:00
Athletics					13:05 - 16:05	

International Matches in Sitting Volleyball and Boccia will take place on 25<sup>th</sup> May 9.45 – 11.45 and 26<sup>th</sup> May 10 – 11.30 respectively and each will include a chance to ask questions to the GB team. Seats are limited but if your school is interested please contact [pwconquiries@fasttrackagency.com](mailto:pwconquiries@fasttrackagency.com).




For competition times, please visit [www.btparalympicworldcup.com/schedules](http://www.btparalympicworldcup.com/schedules)

### HOW DO I GET THERE? VENUE ADDRESSES & DIRECTIONS

Maps are provided at the end of this document for your convenience

#### Manchester Regional Arena (Sport City)

Sports: Wheelchair Basketball and Athletics (also featured: Sitting Volleyball and Boccia)

Sportcity Rowsley Street Manchester M11 3FF	 By Rail	Manchester Piccadilly and Victoria
	 By Bus	Service 216 from Piccadilly Gardens
	 By Car	From M60, leave Junction 23 and follow signs for Sportcity
	On Foot	Walking routes from City Centre

## Manchester Aquatics Centre

Sports: Swimming

2 Booth Street East Ardwick Manchester M13 9SS	Tram	Metrolink runs through the city centre connecting major railway stations and tourist attractions. Visit <a href="http://www.metrolink.co.uk">www.metrolink.co.uk</a> for more information
	Bus	<a href="http://www.gmppte.com">www.gmppte.com</a> shows information on bus services in Greater Manchester.
	Free city centre bus	Manchester has a free bus service operating three routes – green, orange and purple – around the city centre. <b>Metroshuttle</b> operates from 7am-7pm Monday to Saturday and 10am – 6pm on Sundays approximately every 10 minutes taking visitors from car parks, stations and tram stops around the city centre’s main attractions. For further information visit <a href="http://www.gmppte.com">www.gmppte.com</a>

### WHERE CAN I PARK?

#### Manchester Regional Arena

**Coach Drop-off** – schools travelling in coaches should enter the North Car Park through Gate 2 to drop off passengers. Stewards will then direct them to park. Those schools with children with special needs are allowed to use the Drop and Go facility on the concourse through Gate 11.

**Parking** – All school vehicles, including empty coaches after drop off, will be directed by stewards to park in the North Car Park (Gate 2). This is a free service.

#### Aquatics Centre

Coaches will be able to drop off spectators in the drop off bay on Booth Street and will then be able to park in the North Car Park at the Regional Arena.

Car parking is available at the NCP car park (Multi-Storey, CCTV) across the road from the aquatics centre.

Hours and fees:

**Mon-Sun 6:00 – 23:00**

£2.40 / 2 hours

£4.10 / 4 hours

£5.80 / 9 hours

£8.60 / day

## ARRIVALS PROCEDURE & EGRESS PROCEDURE

### Before the Competition

- Please ensure that a teacher keeps all the tickets, and that no children are left in charge of looking after them.
- Please complete and print the attached document (at the end of this pack) with your school's name and contact details, and leave it on the dash board of your bus/coach/car. This will help you locate your coach again after the event.
- Please save the name and contact details of your bus driver.

### Upon Arrival

1. Parking is in the **North Car Park (Gate 2)** at the Regional Arena
2. Stewards and signage will direct you to a "Drop and Go" facility within the **North Car Park (Gate 2)**. Your vehicle may drop you and your students off at this point, and you will be requested to walk to the venue which is a short and safe distance. Stewards will be en-route to assist you.
3. Your vehicle will then be directed to park in the North Car Park.
4. If you have a child/class with special needs, you may use the Drop and Go facility through **Gate 11**. Your vehicle will then need to park in North Car Park.
5. Volunteers wearing sky blue t-shirts will be available along the route and around the venue to assist in any way they can. Please be on the lookout as they are there to help you.
6. These volunteers will direct you to the entrance of the venue.
7. Please be alert at all times and bear in mind that you are responsible for your party. There are likely to be lots of buses in the area, so please take extra care of your students.

### Whilst Waiting in the Queue

We hope to make the queuing process as quick as possible, but should you be required to queue, we will have volunteers available for face painting. You will also be able to purchase our programme for £3.

### Egress Procedure

#### Manchester Regional Arena

- Volunteers and volunteer supervisors in the stands will assist spectators to leave the Regional Arena and direct them to the exit
- Stewards to be positioned at exit gates to direct spectators to their respective transport services.
- During Egress where there is a crossover of pedestrians and vehicles, Car Park stewards will assist in the safe crossing of the public.

#### Manchester Aquatics Centre

- Volunteers and volunteer supervisors in the stands will assist spectators to leave the Aquatics Centre and direct them to the exit
- Stewards to be positioned at exit gates to direct spectators to their respective transport services.
- During Egress where there is a crossover of pedestrians and vehicles, Car Park stewards will assist in the safe crossing of the public.

## COME AND TRY!

Put your skills to the test, challenge yourselves and your friends – we have some great "Come and Try" Activities for your school group!

Last year our 'Come and Try' activities, which included wheelchair basketball competitions, pom pom challenges, a climbing wall and hand cycle races, were a huge hit with visiting schools and families, and in 2011 we will be offering a number of activities and sports again for you to try.

There will also be face painting for available in the BT PWC colours for your students to get into the Team Concept.

More information will be announced nearer the event so check [www.btparalympicworldcup.com](http://www.btparalympicworldcup.com) for details.

You can also get your students ready to come to the game by getting behind one of the Teams and wearing a Team colour: Great Britain is blue, Europe is green, Americas are red and Rest of the World are yellow. In the Education Section of the website there are downloadable resources to create flags and class room activities on crowd engagement such as making chants to support the teams.

### Activities to Watch

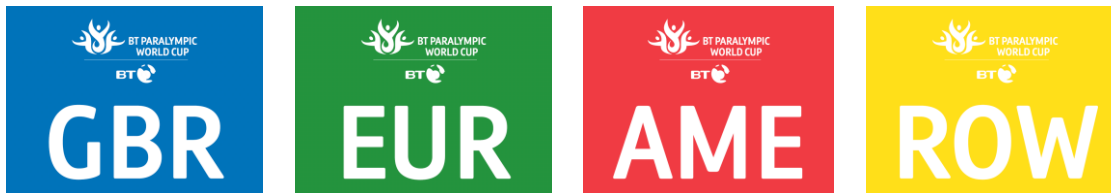
We are looking forward to having the cheerleaders perform during the event.

## ON THE DAY

We look forward to seeing your school at the BT PWC.

### Team Concept

We encourage all students and Teachers to join the fun of the event and to support one of the BT Paralympic World Cup Teams: Team Great Britain, Team Europe, Team Americas and the Team Rest of the World.



All of the athletes will be competing for their National Paralympic Committee and also accumulate points for their teams. In 2010 the Rest of the World were victorious and were the first ever team to lift the BT Paralympic World Cup trophy. In 2011 we will see the Rest of the World coming back to defend their victory against the other three teams! Come and watch and support your team to win in 2011!

## FACILITIES

Manchester Regional Arena:

- One + wheelchair accessible toilet in each set of facilities (three female sets, three male)
- Two unisex disabled toilets
- Loop system fitted into disabled platform 105
- Additional services such as the use of 'house' wheelchairs for easy access purposes and assistance from our Stewards to help customers reach their seats

Manchester Aquatic Centre

- Adapted toilets are available in the three adapted changing rooms by the Health Suite on the ground floor and the training pool on the basement level
- There are lifts in the Aquatic Centre for wheelchair users

## CATERING

Catering units will be available serving burgers, sandwiches, snacks and soft drinks etc at the Regional Arena. Hot meals, sandwiches and snacks will be available from the Aquatics Centre cafe.

## HEALTH AND SAFETY INFORMATION

Please note that each Teacher's assessment for the event will vary depending on the attendee's different situations. Below are some important areas to ensure are included in your risk assessments:

- Evacuation Procedure-in the event of an evacuation please follow instructions given to you at the venue
- Meeting and Repatriation Point- the spectator entrance for each sport will be the meeting and repatriation point and will be staffed with two fully qualified stewards at all times

### Coach Drop Off:

- Regional Arena Schools can drop off and park at the north car park. Disabled students can be dropped at Gate 11.
- Aquatics Centre schools can drop off at the 'drop off bay' and park at the Car Park 7 at the Regional Arena.
- There will be volunteers in hi-ves vests on the day of the Athletics to help with flows.

A health and safety information document is available for download on the BT PWC website, or for more information please contact our team at [pwcenquiries@fasttrackagency.com](mailto:pwcenquiries@fasttrackagency.com).

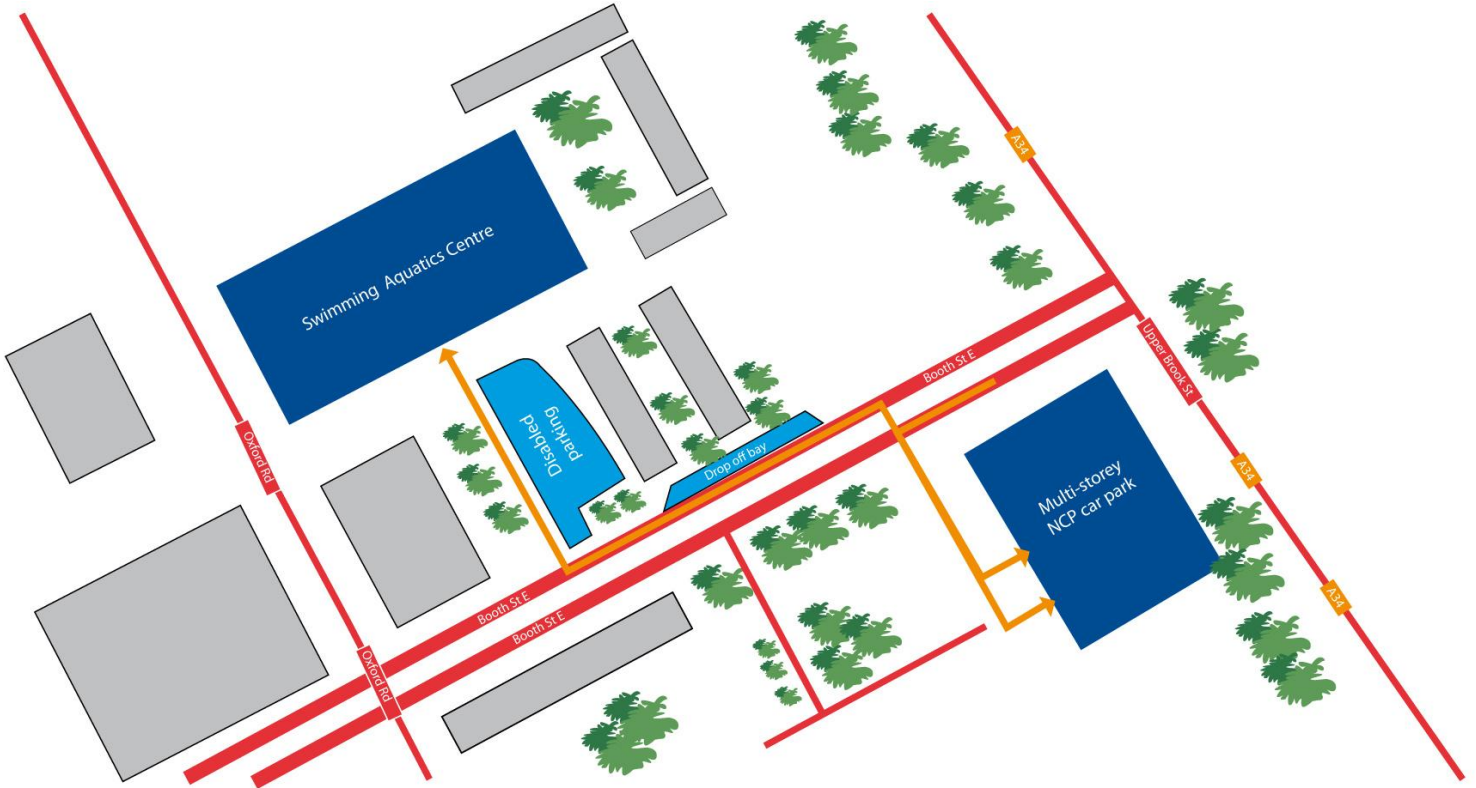
## LOST CHILDREN POINT

The meeting point for both the Aquatics Centre and Regional Arena is signed and located at the spectator entrance. In the event that a child is separated from their group, they will be accompanied to the meeting point by a steward (all stewards are CRB checked) and then left in the company of the two stewards at this location. If the child has no contact details for their group, the announcers will be notified and an announcement will be made.

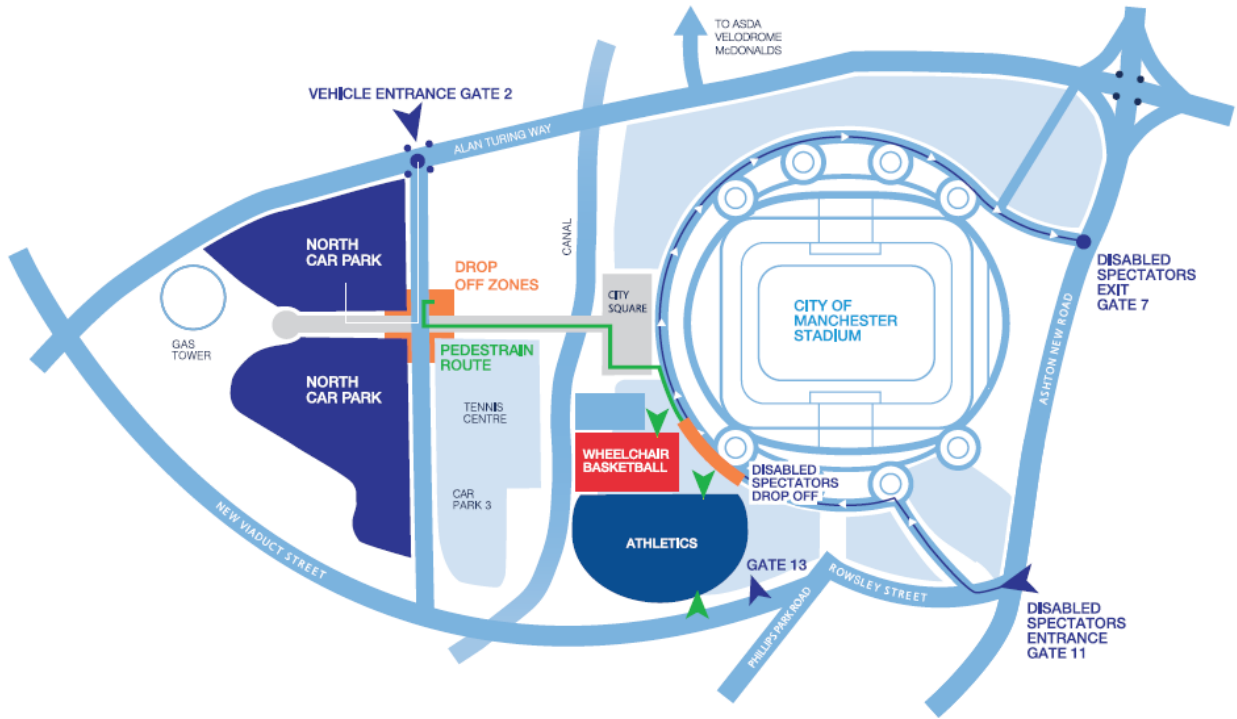
## MAPS OF THE VENUES

These are also available on our website [www.btparalympicworldcup.com](http://www.btparalympicworldcup.com)

### Aquatics Centre



Manchester Regional Arena (Sport City)



# WHERE'S THE ACTION?



## Sport City

Manchester Regional Arena, Rowsley Street, M11 3FF

Athletics and Wheelchair Basketball

## Aquatics Centre

2 Booth Street East, Adrwick, M13 9SS

Swimming

Also featuring at Sport City, Sitting Volleyball and Boccia



**SCHOOL NAME:**

**Contact Teacher:**

**Contact Details:**

**Sport:**