

Useful information for your visit to Ashorne Hill

When you arrive

Parking is free and there's plenty of it. Try not to leave any valuables in your car. Sorry, but we can't be held responsible if anything happens to your valuables or your car.

Your safety and wellbeing is really important to us and we continue to provide a really safe space for you to do business in. Here's a few things to take note of:



Bring a brolly just in case there's a small queue heading into reception. We will continue to ask for email addresses from organisers for all visitors as this will help with Track and Trace.

Overnight delegates

No need to complete a registration card if you're staying overnight. If you would like to open a room account, simply give us the details when you arrive. Or pay for any extras using contactless payment.

We are still not storing bags for delegates so take your luggage to your meeting room or straight up to your bedroom. There will be a Clean & Safe Spot on your bedroom door which means that no one else has entered your room after it was cleaned and checked.

Want your room serviced during your stay? Just ask us at reception, otherwise we'll only give your bedroom a spruce up if your stay is longer than three nights. The team won't enter your bedroom whilst you're booked in it.

In your meeting room

We will have agreed with the organiser the most spacious layout possible to provide maximum comfort and safety in the room. To help keep you safe, we recommend:



 **In the restaurant**

A vegetarian and healthy option is always available at Ashorne Hill but let us know, directly or through your organiser, if you have specific dietary allergies such as peanuts, tree nuts, gluten, sesame, eggs, milk, mustard, lupin seeds, sulphites, molluscs, fish / fish sauce, soya / soya beans, celery / celeriac, shellfish / crustaceans. Please tell us if you have any medical conditions we should also be aware of.

A breakfast bag can be arranged for you but must be booked on arrival. Refreshments will be available from our designated areas. Keep your breaks flowing by making sure access to the coffee machines is available at all times.

 **Other things you need to know**

We want you to feel at home whilst you're on business at Ashorne Hill, so the dress code is comfy smart casual. Don't forget if you're doing outdoor team building or enjoying one of our fabulous outdoor BBQs, wrap up warm and be prepared for our unpredictable British weather. Shorts are not allowed in the dining room at dinner time and flip flops should be saved for your holiday and not your business meeting.

Leisure facilities:

Get some fresh air and headspace during your event by exploring our amazing 35 acres of grounds. Outdoor activities include:

- Jogging trail – 2k or 3k. Map available at Reception
- Tennis courts- Please bring your own equipment
- Please contact Reception to check if you wish to use the football pitch or croquet lawn.
- Indoor activities:
- Gym – Please book at Reception
- Sauna – Please book at Reception.
- Ashorne Hill takes no responsibility for injuries to people or their personal belongings whilst undertaking leisure time activities during their stay.

Smoking:

Ashorne Hill operates a no smoking policy. However, there are dedicated covered shelters located by the Church Door Car park, back of the bar area and outside the Concourse. Please check the site map for their location.

Fire procedures:

When entering any area of the building please make yourself aware of the nearest fire exit. In case of an emergency please exit as quickly and safely as possible and assemble on the tennis courts which are located on the left-hand side as you enter Ashorne Hill. Please remember to keep socially distancing when vacating and entering the building and on the tennis courts.

We hope that you enjoy your visit.

