

## PRACTICAL INFORMATION

### Late Registration

Should there be any places left, last minute registration for the conference will be open on the day from 8:00 am and will cost 750 CZK.

### Conditions of Registration

There are a few things you should know about your registration:

1. Once paid, the conference fee cannot be refunded. If you cannot attend the conference due to serious personal or health reasons, you can:
  - a. send someone else to the conference instead of you
  - b. save the fee for the very next P.A.R.K. Conference

In both cases please inform us the day before the conference at the latest.

2. Receipts of payment can be sent by email to the participants upon request.

### Covid-19 Measures

Circumstances force us to check everyone at the entrance.

Please have the following ready in paper form or in an app on your mobile phone:

- A Covid-19 Certificate
- Proof of having had Covid-19 recently
- A negative Antigen test (not older than 24 hours) or a negative PCR test (not older than 72 hours).

We kindly request that everyone:

- wear a **respirator** for the duration of the conference
- disinfect their hands
- wash their hands regularly
- maintain distances.

You can find more about Covid-19 measures at the P.A.R.K. Conference [here](#). Please note that this information may change so check it also the day before the conference.

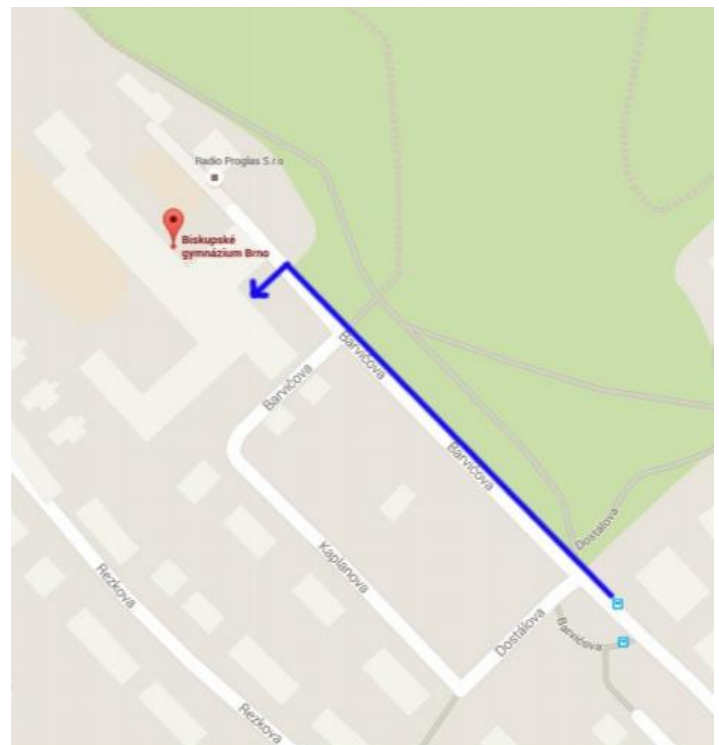
## SESSION SIGN-UP

At registration you will have signed up for 3 sessions. It is a good idea to print the registration email and to make a note of which room they are in.

Last minute registration will be open from 8:00 on the day at the conference venue and will cost 750 CZK.

## THE VENUE

The entire conference takes place at Biskupské Gymnázium, 85, Barvičova Street. The building is on the top of the hill, in beautiful, wooded surroundings.



## GETTING TO AND FROM THE VENUE

### BY PUBLIC TRANSPORT

#### TRAM 4 & TROLLEY BUS

To get to the venue you need to take tram no. 4 in the direction of Náměstí míru from Hlavní Nadraží (Main Station), get off when you reach the stop named 'Obilní trh' and change to bus no. 39, which you'll need to ride to its final stop. Please see the timetable below for Saturday's times. For more detailed directions go to <https://www.bigy.cz/obsah/kontakt-jak-k-nam>.

#### Tram 4

<b>0</b>	<b>Hlavní nádraží</b>	<b>100</b>	<b>6</b>	15 30 45
1	↘ <a href="#">Zelný trh</a>	100	<b>7</b>	00 15 30 45 59
3	↘ <a href="#">Náměstí Svobody</a>	100	<b>8</b>	10 20 30 40 50
5	↘ <a href="#">Česká</a>	100	<b>9</b>	00 10 20 30 40 50
6	↘ <a href="#">Komenského náměstí</a>	100	<b>10</b>	00 10 20 30 40 50
7	↘ <a href="#">Obilní trh (o)</a>	100	<b>11</b>	00 10 20 30 40 50
			<b>12</b>	00 10 20 30 40 50
			<b>13</b>	00 10 20 30 40 50

#### Trolley bus 39

	↘ <a href="#">Komenského náměstí</a>	100	<b>6</b>	08 38
<b>0</b>	<b>Obilní trh (o)</b>	<b>100</b>	<b>7</b>	08 28 38
1	↘ <a href="#">Úvoz (w)</a>	100	<b>8</b>	00 20 40
3	↘ <a href="#">Žlutý kopec (w)</a>	100	<b>9</b>	00 20 40
4	↘ <a href="#">Vaňkovo náměstí (w)</a>	100	<b>10</b>	00 20 40
5	↘ <a href="#">Kampelíkova (z)</a>	100	<b>11</b>	00 20 40
6	↘ <a href="#">Soukopova (z)</a>	100	<b>12</b>	00 20 40
8	↘ <a href="#">Barvičova</a>	100	<b>13</b>	00 20 40

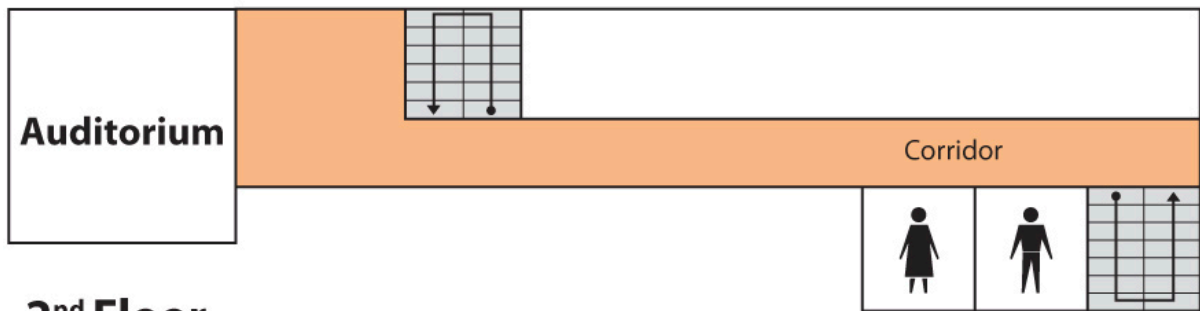
# The 26th P.A.R.K. Conference - 6 November 2021

## BY CAR

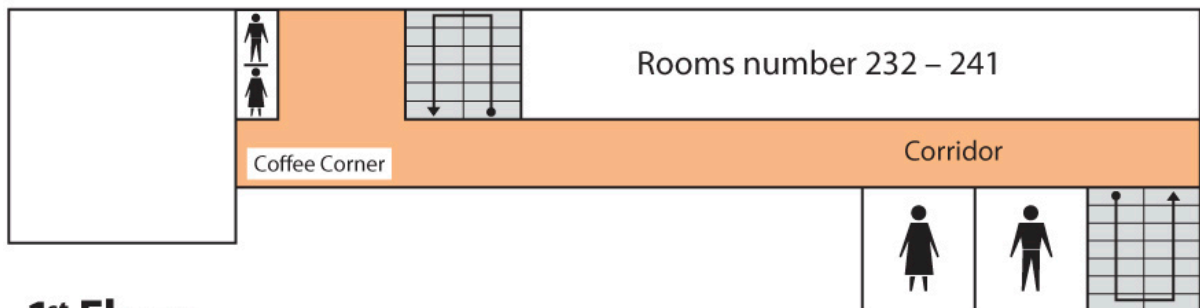
If you are travelling by car there is a car park available at the school. However, as the Conference is usually fully booked up with over 350 participants and staff, the car park might be rather packed, so arrive early to ensure a space.

## MAP OF THE VENUE

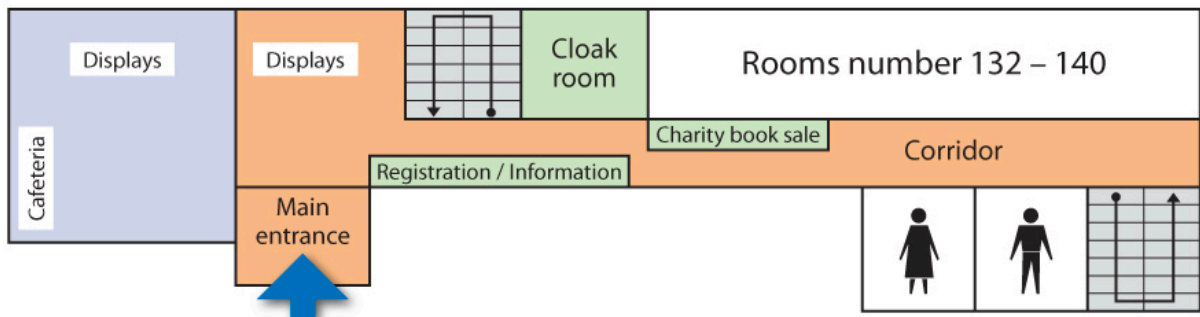
### 3<sup>rd</sup> Floor



### 2<sup>nd</sup> Floor



### 1<sup>st</sup> Floor



# The 26th P.A.R.K. Conference - 6 November 2021

## PLEASE NOTE THE FOLLOWING:

- The Opening Plenary takes place in the Auditorium (Aula) on the 3rd floor.
- All the sessions are also on two floors of the main building.
- There is a very strict no-smoking policy at the conference venue.
- Please do not leave any bags or coats unattended.
- There is a cloakroom at the Conference, situated on the right of the entrance after the registration desks. All the money collected for the cloakroom will go to the charity fund.

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## CONFERENCE DAY REGISTRATION

### When You Arrive

Doors open for conference day registration in the entrance hall at 8.00.

On the day of the conference, the first thing you'll need to do is go to registration. Registration opens at 8am and happens at tables ordered alphabetically by the first letter of your surname. At the registration desk, please make sure that you pick up your lunch / sandwich voucher (if applicable), complimentary conference pack and your accreditation certificate.

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## CONFERENCE PACK

At the conference day registration you will receive a conference pack containing a variety of complimentary materials including a voucher to collect a free book from one of the publishers:

1. English File 4th Edition Intermediate Plus (Oxford University Press)
2. Pioneer B2 (MM Publications)
3. Gateway to the World B1+ SB (Macmillan Education)
4. Get Involved! A1+ SB (Macmillan Education)
5. High Note - level 2, 3, or 5 (Pearson)

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## LUNCH

The lunch break is from 12.30 – 13.45. If you have ordered lunch you will receive a lunch voucher with a time on it. Please note there are TWO SITTINGS for lunch to allow all the participants to eat comfortably.

Please respect the time given on your lunch voucher.

Lunch is served in the school dining hall in the basement. Follow the signs in the school.

Sandwiches (including vegetarian options) will not be available in the dining hall but in the conference cafeteria on the ground floor.

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## SPECIAL CONFERENCE CAFETERIA

By popular demand a special conference cafeteria with reasonably priced coffee and refreshments will again be available on the conference premises all day. It is located on the ground floor next to the Englishbooks.cz stands.

Please note that pre-ordered sandwiches will be available here.

More seating and a second café can be found on the first floor.

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## DISPLAYS

There will be several displays and stands in the corridors and on the landings in the building. These are expected to include

**Cambridge University  
Press  
Pearson  
Oxford University Press  
Macmillan Education  
SciLearn**

**Express Publishing  
Cambridge P.A.R.K.  
MM Publications  
Školní zájezdy  
Klett / Delta Publishing  
Fraus**

**Lingea  
Mega Books  
SOL  
englishbooks.cz  
Jump/Drive  
Edu Bears**

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## BOOK SALE

As usual there will be a chance to see and buy (on special offer) a variety of both fiction and non-fiction English books, textbooks and methodology books from all the major publishers.

The book sale is organised again by ENGLISHBOOKS and their great team. There is a special conference discount on all books.

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## CHARITY BOOKSALE

As usual there will be a nice chance to buy affordable (second-hand) **textbooks** and this time to contribute to the ZDRAVOTNI KLAUN foundation. A variety of second hand or old textbooks will be on sale for 30,- to 150,- CZK.

All the money collected for the charity book sale and the cloakroom is given to the foundation. Thank you very much for your contributions!

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## RAFFLE

After the closing speech, you will have the chance to win more than 10 prizes from our partners. Please make sure you hand in your badge to be able to participate in the raffle.

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## FEEDBACK FORMS

You will be asked to fill in a digital feedback form after the conference.

This information is very important to us so that we can grow, improve and develop to match your needs. Therefore we kindly ask you to complete it carefully.



## **MEET THE SPEAKERS**

Not everyone gets the time they want to ask their questions or just get to know our fantastic range of speakers. For a small fee we're giving all conference participants the unique opportunity to find and chat to your favourite presenters, get some solid advice or just enjoy time with the presenters from the 26th P.A.R.K. Conference as well as other attendees in a social and informal environment with refreshments and non-alcoholic drinks and wine provided.

MEET THE SPEAKERS will take place on the conference premises, will cost 150 CZK, and has to be booked in advance.

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## **IMPORTANT**

The Conference starts in the main auditorium (ground floor) at 9.00. We would like to ask you to be respectful and to be there on time so that we do not have to delay the conference programme.

THANK YOU 😊