

**Hi Delegate,**

**Thanks for booking into the Ground Level Leaders Conference 2024.**

We are very excited that the conference is now close at hand and we want to thank you for booking with us. This email confirms your booking for yourself and any of those you may have booked on behalf of, please pass this information onto anyone you have booked under your email. Enclosed below are practical details relating to the conference. If after reading this information you need any further help please do get in touch with us.

### **The Programme & Speakers**

This year we have a packed programme with Keynotes, Discussion Panels, Co-Labs & Celebrations.

Please Note: No structured children's work is available at this year's conference, but a creche with live video link will be provided in the Kinder Room for young children to use, supervised by their parent/guardian.

### **The Conference is held at:**

The Hayes Conference Centre  
Swanwick  
Alfreton  
Derbyshire  
DE55 1AU

### **Venue Information**

The Hayes Conference Centre is now cashless so you will not be able to make any purchases using cash! Please ensure that you bring a debit or credit card with you! More information on the centre including a map can be found [here](#)

### **Facilities**

The Conference Centre has the following facilities available for your use:

The bar will be open each evening after the Celebrations until 12am.

There is a gym available for use in the Main House.

Lawn games are available to borrow. Just ask the staff!

### **Full Conference Guests**

Arrival is from 10:00am on the 6th May, with our first keynote starting at 11am. Please register at the Main House Reception, bedrooms will be available from 3pm, so please leave your luggage in your car until this point. The conference will finish at 12:30pm on Wednesday 8th May, rooms must be vacated before our first session at 9:30am.

## **Day Visitors**

Day & Evening visitors must register upon arrival as below:

Monday Day Visitor ~ Register from 10:00am at the Main House ready for an 11:00am start

Monday Evening Visitor\* ~ Register from 7:00pm at the Derbyshire Suite ready for a 7:30pm start

Tuesday Day Visitors\* ~ Register from 9:00am at the Derbyshire Suite ready for a 9:30am start

Tuesday Evening Visitor\* ~ Register from 7:00pm at the Derbyshire Suite ready for a 7:30pm start

Wednesday Morning Visitor\* ~ Register from 9:00am at the Derbyshire Suite ready for a 9:30am start

\*If not already registered on a previous day/time

## **Digital Passes**

All bookings at this year's conference give you access to the relevant online sessions. Separate information will be sent to you with details on how to access this.

## **Conference APP**

We are excited to once again have an app this year to give you all the information you need for the conference. From Programme outline, to Co Lab descriptions you will find all the information you need for what is going to be happening across the conference.

Why not scan the QR code and download the app to your phone. You can add it to your home screen before you arrive to make it easier to access at a click of a button.  
(The App will go live the week before the event.)



**We can't wait to have you with us!**

**From the Operations Team**