

## Welcome & information tent

- Hosts and guests enter together as a 'group' through the reception at the Guard's Station (F04).
- A blue ESS flag in the parking area will mark the entrance.
- A volunteer will guide visitors to the entrance and give instructions.
- The ESS employee (host) will enter first and then guide their guests through the entrance. Guards will be there to facilitate the entrance.
- A welcome tent will be situated immediately after the entrance where you can collect useful print outs: house rules, a map, information about the activities, ESS leaflet.
- The welcome tent also acts as the Lost and Found point (for people or belongings).
- This is a 'free-flow' event – but we recommend visitors begin in the Main Building (B01) and follow the activities shown on the map itinerary (to the extent desired). Please note that some activities have age restrictions, or specific start times (as shown on the map).

## Getting around

The map provides more information.

Signs will be in place indicating:

- where food is being served
- the entrance to the D01 building
- the location of the starting point for the fun run
- activities run by our partners from Vattenhallen
- the picnic area.

A detailed sign at the exit of D01 will indicate those who can turn left towards the accelerator tunnel and the restrictions.

Beach Flags will indicate key areas:

- F04 main entrance ('ESS' blue)
- D01 main entrance ('ESS' blue)
- E03 Kids Lab entrance (purple)
- Fun run start (purple)

Physical barriers will be in place at the edge of walkways showing the limit of the public areas.

Buildings that are not involved in the event will be locked.

Please do not enter any areas or buildings that are not part of the event, as shown on the map.

# Food, drinks & other important information

- Groups can bring their picnic and eat in one of the designated areas:
    - On a picnic blanket near the outdoor gym (we provide the blankets!) or
    - in the food tent behind the restaurant
  - Hot dogs will be available 10.00 to 14.45.  
Options available are chicken, vegetarian, and/or glucose- and lactose-free.
  - Sweet snacks are available near B02 close to the food tent.
  - Additional snacks will be available to purchase.
  - Two water/drinks stations will be placed near the picnic area and near the exit of D01, as indicated on the map.
  - Additional water is available inside the restaurant.
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## Toilets

The main toilets in use for the event will be those on the ground floor of the Main Building (B01).

One toilet has a baby changing area.

Two additional toilets will be available in D01.

## Resting and breastfeeding space

There is a room in the 'chill out' area where you can sit and rest.

One of the rooms in this area will be marked for those wanting to breastfeed.

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## Lost people/lost property area

If you or a child gets lost please go to the main welcome desk in the tent behind the Guard's Station (F04).

All visitor cards will include their host's name and phone number, in the event anyone from the group gets separated.

It will also include the phone number for the gate guard in case of emergencies.

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## Leaving ESS

Employees and their guests must leave the premises via the Guard's Station F04 – through the wider vehicle gate.

# TO ENSURE A FUN & SAFE VISIT FOR EVERYONE

- ESS staff members are their visitors' host, and are responsible for their invited friends and family members during the event.
- Children (under 16 years) must be kept under the responsibility of their parents/guardians at all times during the visit.
- Volunteers (ESS-blue shirt) are not responsible for supervising children.
- Hosts and guests must wear their event badge visibly at all times during the visit.
- **IMPORTANT:** Access is only allowed to the zones that are included in Friends & Family Day activities (see map).
- Do **not** cross barriers or enter buildings that are not part of the day.
- Please respect the age restrictions applying to some of the activities.
- All guests must be accompanied by their ESS host when moving around between activity areas.
- Guests aged 16 or older may be left without their host for a short time only – but only in the Main office, the Kids Lab and the food and picnic areas.
- If you are bringing a picnic:
  - No glassware
  - No alcohol
- Please dispose of waste after your picnic.
- No animals are permitted on site.
- Smoking is only permitted in designated areas.
- In the event of an emergency, please follow the emergency notice (see separate PDF).
- If you need any help, please ask one of the volunteers (ESS-blue shirt).

**Enjoy your visit to ESS!**