

Conference venue and accommodation

The Conference will start on Thursday 22 May, registration is at 1500 and the programme will start at 1600. The Conference will end on Saturday 24 May at 1300, with an optional lunch until 1400.

The venue for the workshop is: Renaissance Manchester City Centre Hotel
Blackfriars Street
Manchester M3 2EQ

Nearest train stations: Manchester Victoria Station, (1 km) and Manchester Piccadilly Station, Manchester (4.8km)

You will be staying at the hotel: A bedroom has been reserved for you at the Renaissance Manchester City Centre Hotel (workshop venue) for the nights of Thursday 22 May and Friday 23 May. The cost of your room and breakfast is covered but any additional expenditure e.g. telephone calls, room service etc. must be paid by you to the hotel before departure.

T +44 161 831 6000

W <http://www.marriott.com/hotels/hotel-information/travel/manbr-renaissance-manchester-city-centre-hotel/>

Please let us know in advance if you have any accessibility or dietary requirements.

The British Council event organiser is Alison Kanbi. Before the workshop Alison can be contacted by email (alison.kanbi@britishcouncil.org) or by telephone +44 (0)131 524 5750.

If you have an emergency during the conference you can contact Alison on 07785925977. For medical emergencies phone 999 for an ambulance.

Attendees

We expect approximately 70 attendees from 7 countries: Belgium (Flanders), Denmark, France, Iceland, Italy, Norway, Spain, United Kingdom

Objectives of the Conference

- To present a context of lessons learned on eTwinning for Teacher Training to date
- To present partnership models for future partnerships
- To match interested institutions for future partnerships

Thursday 22 May

Please come directly to the hotel on Thursday 22 May and check-in. Luggage can be stored with the concierge (bedrooms are not available before 1500).

Registration will open at **1500**

The workshop will start in the **Medici Ballroom** at **1600**

Dinner will be served in the **Michelangelo Suite** at **1900**

If you have notified us in advance of any dietary requirement (vegetarian, nut allergy, gluten free etc) please make yourself known to the waiting staff who will have a specific dinner for you.

There is no dress code for dinner.

Friday 23 May

The workshop on Friday will also take place in the hotel, from **0930** until **1700**.

Lunch will be served in the hotel at **1300**.

A coach will leave the hotel to take you to the restaurant at **1830**.

Dinner is at **Yang Sing Chinese Restaurant** at **1900**.

<http://www.yang-sing.com/contact.html>

If you have any dietary requirements please tell the waiting staff.

There is no dress code for dinner.

Saturday 24 May

The workshop on Saturday will take place in the hotel from **0930** and will end after lunch. Please check out of your bedroom before the workshop (final check out is 1200).

Lunch will be served in the hotel at **1300**.

Pre Conference Activities

Each Teacher Training Institution will be asked to complete a form which will be shared with all delegates for partner-finding and networking.

We invite you to find out about the institutions attending as well as the evaluation on the Teacher Training Pilot here: bit.ly/etwinTT

All delegates will be invited to attend a pre-conference **webinar**, Tuesday 13 May, at 18:00 Central European Summer Time or 17:00 British Summer Time. If you are able to join us please do put this in your diary and you will receive the link nearer to the day. If you are not able to join us, don't worry. The webinar will be an opportunity for delegates to meet each other virtually before the event. If you are not able to attend but would like to introduce

yourself through video, please send us a video message lasting no longer than a minute and we will share this in the meeting.

At the conference there will also be an opportunity for each institution to introduce itself. You do not need to prepare for this but if you would like to show your website in the background you are welcome to.

You can tweet about this event using #etwinTT

Finance

Your conference package price is being covered by your National Support Service. This includes your accommodation for two nights and all meals. If for any reason you are unable to attend the event, please let your National Support Service know by 16 May. If your place can not be filled, you may be expected to reimburse the package price cost of approximately £450.

Your National Support Service will also reimburse your travel expenses in line with their policy. Please refer to them directly for guidelines.

Travel Information

By Air

The nearest Airport is Manchester International Airport. There are frequent trains (approximately every 10 minutes) from Manchester International Airport to Manchester Piccadilly Station. Single tickets cost £4.10 or £4.80. The journey takes between 15 and 25 minutes. Taxis from the airport cost approximately £25 but please check with your National Support Service for use of taxis as use of taxi may not be refundable.

By Train

Manchester Piccadilly Station which is widely connected to other UK cities, is a 25 minute walk from the hotel. Trains throughout the UK can be booked via www.thetrainline.com. If travelling from another city, train prices can be much higher on the day and we recommend you book tickets in advance. Other smaller stations such as Manchester Victoria, Salford Central, Deansgate and Manchester Oxford Road are also within walking distance of the hotel. (Map below).

By Metroshuttle 1

There is a free bus service from Piccadilly Station to the NCP car park near to the hotel at Deansgate. Please see the link below for full information.

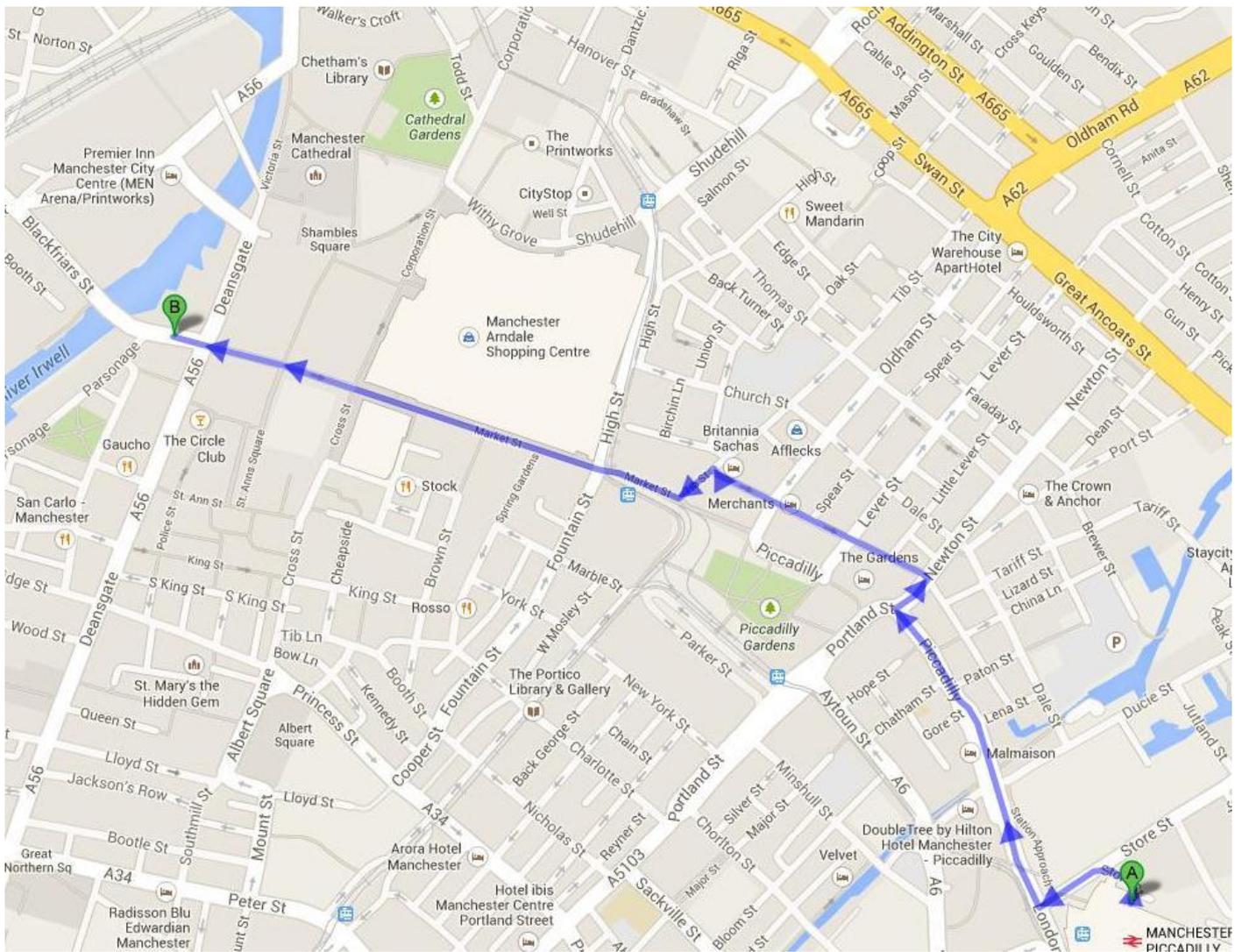
http://www.tfgm.com/journey_planning/Documents/PDFMaps/Manchester-Metroshuttle-Map.pdf

By Car

There is a NCP car park near the hotel and there are a limited number of parking passes available on arrival at the hotel (before you drive into the car park). It is not possible to reserve a pass in advance. The charge is £8 per day with a hotel pass.

By Taxi

Please check with your National Support Service on their policy regarding reclaiming the price of any taxis as these may not be eligible.



This map of central Manchester shows the walking route from Manchester Piccadilly train station (A) to the hotel (B). It takes 25 minutes approx. to walk.

If you're new to Manchester and have some time to spare take a look at [what's on in Manchester](#).

Take a ride on the Wheel of Manchester in Piccadilly Gardens; see the UK's most ambitious exhibition of the Portuguese contemporary artist Joana Vasconcelos at the Manchester Art Gallery, fresh from her success at the 55th Venice Biennale; explore the National Football Museum or Museum of Science and Industry; visit the Northern Quarter, Manchester's creative, urban heart or the newly re-opened St. Peter's Central Library, which is the same age as the British Council, having originally opened in 1934.

We look forward to welcoming you to Manchester and hope you will enjoy the event!

If you have any questions about the joining instructions please email: alison.kanbi@britishcouncil.org