Headstart Life Sciences Summer School
Delegate Joining Instructions
School of Life Sciences
University of Warwick
Sunday 17th – Thursday 21st July 2016

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Introduction

We hope you’re looking forward to your Headstart course at the University of Warwick - we’re delighted to be hosting you.

This document contains some preliminary information about your course that we hope you’ll find useful. The most important thing is to be clear on the timings for the course, including arrival and finish times. We promise to try to take care of everything else but if you have any questions or worries then do feel free to get in touch with one of the course organisers.

Dr Phil Young (Philip.Young@warwick.ac.uk)
Work Mobile: 07876218048

1. Registration

Registration will take place 12-1pm on Sunday 17th July in the School of Life Sciences.

A map of the University campus has been included with these joining instructions. The School of Life Sciences is on the Gibbet Hill campus (10 minutes walk from the Main Campus) and building 36 on the attached map. The reception is through the arch and immediately on your left
If you are unable to arrive by 1pm, please let us know so that we can make sure somebody is on hand to welcome you. If you have any travel problems on the day, you can contact the department by calling 07876218048.

The course will finish at 1pm on Thursday 21st July in the School of Life Sciences.

2. Accommodation

When you're not taking part in the activities and events we've planned, you will be staying with everyone on the course in our Tocil Residences. You should bring all your luggage to registration so that we can store your belongings safely until we help everyone to check-in to Tocil at around 4pm.

3. Academic Sessions

During the course, you'll be taking part in a variety of academic sessions every day, including lectures, seminars and laboratory practicals, with each session led by an expert in the topic covered.

We’ve designed these sessions to let you experience a broad range of Life Science topics, with each day centered on a biological theme that we hope you'll find exciting - look for more details of our themes in the provisional timetable we've attached here.

To help you get the most out of the academic sessions you'll be working in a small team throughout the course. Each team will also have a undergraduate helper/student ambassador to offer advice, suggestions and support during academic sessions.

4. University and Social Activities

Living in student accommodation and participating in academic sessions throughout the course is sure to give you a taste of what it's like to study at university. To help you with your university applications, we’ll also be running activities on applying to university and student finance.

During your stay you'll have access to sports facilities including an evening on the university’s climbing wall, so please bring appropriate sports wear if you plan to take advantage of these.
Outside of academic sessions, you’ll have plenty of opportunities to get to know our undergraduate helper. In fact, our assistants will be attending all activities, social events, and act as your “live in” minders in the Tocil flats. So make sure you ask them as many questions about studying at university as you wish.

5. Academic Staff

During the course, you’ll meet a range of academics, researchers and students, each of whom will have a unique perspective on Life Sciences. This course has been enabled by the hard work of:

**Headstart lead: Dr. Phil Young** ([Philip.Young@warwick.ac.uk](mailto:Philip.Young@warwick.ac.uk)) - Philip is both a neuroscientist and an immunologist having worked in medical schools and in industry. He has research interests in motor-neuron diseases and a wealth of experience in immunology also.

**Microbiologist: Dr. Kevin Purdy** – Kevin is a microbial ecologist with research interests in the relationship of microbial community structure and function as well as those involved in global geochemical cycles.

**Cell Biologist: Dr. Robert Spooner** – Robert has a background in both academia and research institutes. Much of his career has revolved around studying the infamous toxin – Ricin.

**Neuroscience: Prof Nick Dale** – Nick is world leader in “purinergic” signaling in the brain, with research interests in how extracellular ATP neuronal communication is used to control breathing, appetite. Additionally he runs a spinout company developing technological advances in stroke detection.

**Plant Science: Dr Miriam Gifford** – Miriam’s work investigates the evolution of cell types in determining plant plasticity. She uses advanced molecular biology, genetics and the biochemistry of Fluorescence-Activated-Cell sorting to help understand these processes.

**Developmental Biologist: Dr. Karuna Sampath** – Karuna is a colleague from the Medical School and has recently moved to Warwick from Singapore. Her research interests are in the maternal control of embryonic development – how does a mother ensure all the things in an egg are in the right place?
Microbiologist: Dr Yin Chen – Yin is a new member of staff. Similar to Dr. Purdy above, his interests are in microbial communities. Most recently he has begun to research how these communities interact with their hosts such as humans.

Student Assistants: Rahul Singh, Adam Callan-Sidat, Archna Shah, Tito Olaniyan, Lacey Read and Anna Khanzadeh

Technical Staff: Geraldine Keene – Gerry is a highly experienced technician, she will be helping us make sure that all our experiments have the opportunity to work as well as they can!

6. Clothes, Food and Money

The dress code for the course is casual. We will be having a slightly more formal dinner on the Wednesday evening of the course where the dress code will be smart casual. When working in the labs please ensure that your footwear fully covers your feet (trainers rather than sandals for example).

All meals are provided free of charge throughout the course. However, if you wish to purchase additional food or drinks there are several places around the campus where this can be done including the Rootes grocery store close to our Students’ Union.

You will need money for personal expenditure. We do have banks and cash machines on campus.

7. Photographs

We would like to take a digital photograph of everyone at registration, as well as a few more photos throughout the week for publicity. We are attaching a permission form along with your timetable. Please bring this form, signed by a parent or guardian, along to registration.

8. Health and Safety

Safety and risk assessment are important aspects in the work of all academics and scientists. We hope that you will take your safety and the safety of your colleagues seriously at all times. We will provide information when you arrive and for each individual session within class.
When outside, you must take care when crossing roads. We have an open campus, which means roads can be busy. If in doubt – ask.

If the fire alarm sounds, follow directions to make a safe exit from buildings. If leaving rooms in the School of Life Sciences, students should congregate at the entrance to Car Park 1A.

9. Travel Information and Facilities

The University of Warwick is located on the outskirts of Coventry and is easily accessible by road, rail and air. You can download detailed travel information from the website at:

http://www2.warwick.ac.uk/about/visiting

Bedrooms - Our standard bedrooms in Tocil have free internet access via WiFi, washbasin, towels and toiletries with shared bathrooms. Our shared kitchens all have ironing boards and irons and tea and coffee making facilities.

Main Meeting Room - Your main meeting room is BSR1 in the School of Life Sciences

Disability Services - The University of Warwick aims to be accessible and welcoming to everyone and we are committed to making your visit as easy and enjoyable as possible. If you have any particular requirements, then please let us know before the course.

Emergency - In the event of an emergency or accident, please dial extension *22222 on any internal phone or 024 7652 2222 externally to be in direct contact with our 24 hour Security Staff. A reminder also of Dr Young's work mobile: 07876218048

Car parking - All car parks are shown on your campus map. If you want to park near to the School of Life Sciences then be sure to use Car Park 1. There is a charge of £3.50 per day for parking at Gibbet Hill. Complementary parking on the Mainsite is detailed in the Conferences joining instructions.

10. Code of Conduct

The document you sign at registration will confirm that you adhere to the University of Warwick’s Code of Conduct. We’ve included a copy below - we don’t think you’ll find any surprises in there.
University of Warwick Headstart Code of Behaviour

1. Expected behaviour

The University of Warwick wishes to ensure that everyone who takes part in activities during the Headstart Course understands the boundaries of appropriate behaviour. This will help to ensure that all participants get the maximum enjoyment out of the Headstart Course experience. Everyone involved in the Headstart Course must take responsibility for the consequences of their behaviour.

If an individual’s behaviour jeopardises the safety or enjoyment of others they will be given opportunities to modify their behaviour. If the behaviour continues they will be asked to leave the Headstart Course. In the event of a serious incident of misbehaviour, such as fighting, racial abuse, bullying or the use of illegal substances, the student(s) concerned will not be allowed to continue on the Headstart Course and arrangements will be made for the student(s) to be taken home immediately.

2. Equality

All students and staff involved in the Headstart Course deserve to be treated with fairness and respect. Treat others, as you would like to be treated yourself!

3. Anti-Bullying

Bullying will not be tolerated. No one should make derogatory comments about another person’s appearance, race, culture, sexuality, gender or disability. Bullying can take the form of physical assault, emotional abuse or unwanted physical contact. Be aware of yourself and consider how what you say and what you do may be interpreted by other people. Sometimes what one person may think is ‘a bit of a joke’ can be extremely hurtful to another person.

4. Relationships

The Headstart Course can be quite an intense time in terms of building relationships – the shared experience means that friendships are formed quickly and you can feel that you have known your new friends for much longer than a few days. Sometimes, things may develop into more than just a friendship and students may become interested in each other as boyfriend or girlfriend. Again, it is important to be aware of yourself and think about what constitutes appropriate behaviour during the Headstart Course. Sexual relationships between participants are forbidden during the Headstart Course.

5. Alcohol, cigarettes and illegal substances

You MUST NOT under any circumstances bring any alcohol or illegal substances to the Headstart Course. Anyone found in the possession of, or under the influence of, alcohol or any illegal substance would be returned home immediately. It is forbidden to smoke during the Headstart Course.

6. Attitude

University staff have given up their time to plan and provide an exciting time for you, and it is assumed that you want to be at the Headstart Course.
Therefore, we expect your attitude to reflect this. Whilst we appreciate that you may have more interest in some of the activities provided, than in others, we expect you to make an effort to participate as fully as possible in every aspect of the Headstart Course.

7. Fire Alarms

If at any point you hear the fire alarms, whether in practice or for real, please follow the directions and guidelines which will be pointed out to you on the first day of the Headstart Course, or those given to you at the time by the individual(s) leading whatever activity you are involved in. Please also make sure that you read carefully the fire directions that will be posted on the back of the door of your bedroom. When in halls of residence, please be extremely careful with items such as kettles and toasters as the smoke alarms are very sensitive. If any alarm does go off, the campus security team will automatically arrive. Anyone found abusing the system will be subject to discipline.

8. Chewing Gum

The University operates a policy of no chewing gum on campus, as we have experienced damage caused by the careless disposal of gum in the past. Please respect this policy at all times as it helps to keep our campus a nice place to be.

9. Mobile Phones and Cameras

You may bring mobile phones and cameras with you. Phones must be switched off during class time, particularly in the laboratory, and should never be left unattended. Please do not use phones or cameras in any way that might offend or annoy others, and if you want to take photos of people you should ask their permission first.

10. Accommodation

You will be living in University halls of residence for your time at Headstart Course. Each person will have their own bedroom and will have access to shared bath/shower rooms (please note that bath/shower rooms are for use by one person at a time and are of course lockable). It is important that all participants respect the personal space of others. You should not enter another person’s room without their permission and you should always respect the privacy of others. Accommodation for males and females is kept separate. There should be no reason for you to enter a residential block that is occupied by the opposite sex, without the knowledge of a Headstart helper, at any point during the Headstart Course, and anyone found doing so may be subject to discipline.

Your room will be provided to you in good, clean working order. You are expected to maintain your room in good order for the duration of your stay. Rooms that are vacated and left in a damaged state requiring additional staff time and effort to return them to good order will incur the following charges:-

- Repair or replacement of furniture, fixtures or fittings: – actual cost, plus VAT, from University nominated suppliers;
- Loss of revenue: – for each additional day that a room is out of service as a result of repair or replacement of furniture, fixtures or
fittings as a result of guest damage the daily rate for that room will apply;

• Administration charge: – GBP twenty five (£25)

11. Curfew
After the end of social activities each evening you may socialise with other students in the common area within your residential block. Each residential group will have a “lights out” time set according to the age of students in the group. By that time, all lights and equipment must be turned off and you must be in your own room.

12. Supervision
Your safety and security is very important to us at the University, so all aspects of your time at the Headstart Course will be supervised, either by academic staff or Mentors. This doesn’t mean though that you will be crowded, or that your behaviour will be constantly scrutinised! You will be given time for relaxation and time out and, although this time will be supervised, residential staff are quite able to be present and watchful but “never noticed”.

13. During the Headstart Course
During the Headstart Course, staff may explain some additional rules and regulations that will apply to activities currently being planned. As such, it is expected that you will adhere to them for your own health and safety, and that of other students and staff.