

GENERAL INFORMATION

Colleges & University Buildings

- Most of the colleges at present allow groups of a maximum of 19 people. St John's College and Exeter College only allow groups of 14 people and Balliol College 15 excluding the guide. Colleges and other University buildings are privately owned and therefore subject to unannounced closures at short notice.
- The great majority of colleges open to visitors charge an entrance fee. Please state in the booking form which one you would like to include and instruct your group leader to pay the entry fee in cash on the day of the tour.
- It is part of the guide's expertise to ensure that all tours are interesting and enjoyable even if a college is not included.
- When scheduling a Harry Potter tour please check the opening times of Christ Church (specifically the Dining Hall), New College and the Divinity School. To adhere to Christ Church rules all groups must book their visit directly with them (tourism@chch.ox.ac.uk). When doing this please book the visit 15min later than the start time of your tour. If this is not possible please book it for the second part of the tour (bear this in mind when selecting your meeting point).
- When visiting the colleges, please remember that they are places of study all year round, so please make as little noise as possible and follow your guide's advice.
- Subject to availability the Divinity School, the most beautiful Gothic building in the city, and the Sheldonian Theatre where matriculation and graduation ceremonies take place, could be included in your tour.

Length of tour

The maximum length of the tour is 2hrs. However, longer tours can be arranged if requested. For school children we suggest a maximum of 1.5hr although we suggest that you book a 2hr tour if you think you are going to be delayed.

Parking & Traffic

- If you are coming by car we suggest you use the city's Park & Ride facilities. For further information please visit <http://parkandride.oxfordbus.co.uk/>.
- For any queries on overnight parking and on street parking please visit https://www.oxford.gov.uk/info/20078/parking_in_oxford
- The approach roads to Oxford are very busy as are the M4 and M25. Please allow ample time for your journey especially from the direction of London. For up to date traffic and travel information please visit www.bbc.co.uk/oxford/travel/

Public Toilets

Please make full use of the public toilets available at service stations on the ring road, on the outskirts of the city as there are limited public toilets facilities in Oxford.

Alternative Meeting Points

- If you are coming by train (station OX1 1HS) you might want to consider meeting the guide in the Castle Development (OX1 1AY) or Bonn Square (OX1 1LQ).
- If you are coming by public bus/coach you could meet the guide at Gloucester Green (OX1 2BL) except on Wednesday, Thursday and Saturday as there is a market there.
- If you are staying in a hotel, B&B, college or having a meal in a restaurant, *in the city centre*, you could request for the guide to meet you there.
- Between November and February you could meet at the Visitor Information Centre (OX1 3AS).

Accessibility

- The tours can be tailored to be wheelchair accessible. Please inform us in advance if this is required.
- Guide dogs are allowed on the tours and in the colleges.