



# Great Hall

at The Leys



Conferences

Seminars

Exhibitions

THE **Leys**

# Great Hall

## at The Leys

Great Hall at The Leys is one of the largest conference facilities in the centre of Cambridge, suitable for a wide range of events including conferences, seminars and exhibitions. Great Hall is situated at the heart of The Leys' 50-acre city campus, within one of England's premier independent schools. The Leys is centrally located, close to major road links including the M11 and A14, and is only a short walk or taxi from Cambridge train station.

Great Hall's auditorium can seat up to 337 delegates and is complemented by a large, bright foyer which is ideal for exhibitions, registration, networking and catering. These main spaces are supplemented by five supporting venues, with capacities of 18-100 delegates, to suit a wide range of meetings and break-out activities.

Conference areas are fully accessible to wheelchairs users, with lift access to all floors.

Complimentary Wi-Fi is offered throughout Great Hall.

Meeting rooms come equipped with notepads, pens, tent cards, water, cordial and sweets, as well as a stationery toolbox and Guest Information Folder.

A range of AV/IT equipment is available, with a dedicated technician on hand to ensure that all technical aspects run smoothly on the day.

Food and beverage is supplied by our in-house catering team. Fresh, healthy ingredients are sourced locally where possible, and we can accommodate any dietary request.

Great Hall is located within The Leys campus, where we have grounds available for team building activities. Subject to availability, we also have our own Sports Centre on site, including swimming pool and gymnasium.

Although unable to offer accommodation or evening dining ourselves, we work in partnership with local hotels and colleges to provide options to suit your delegates' needs and budget.

# The Auditorium

Stylish, comfortable auditorium suitable for conferences, seminars, receptions, exhibitions, product launches, performances, etc. The auditorium can be extended into the Foyer Room to create an exhibition or reception space, with the stalls seating fully retracted for a large flat-floor area of over 200m<sup>2</sup>. The large stage is also available for presentations or additional exhibition space.



A stunning new conference facility  
in the heart of Cambridge

- Choice of auditorium seating or flat-floor space
- Flexible seating configurations, including retractable seating and adjustable forestage area (flat or stepped), to suit capacities from 129 to 337
- Warm-colour LED dimmable lighting
- Natural ventilation or air-conditioning
- Complimentary Wi-Fi throughout
- 13-Amp power outlets
- Additional power: 63-Amp & 32-Amp power outlets on stage
- Stage lighting and sound system
- Chairs, tables and other furniture available
- AV / IT equipment available within Day Delegate Rate:
  - Oak lectern and computer table;
  - Large screen;
  - Christie 7000-lumen projector;
  - Windows laptop with presentation remote;
  - PA system, with lectern microphone;
  - Basic stage lighting on lectern area
- Additional items available on request, at additional cost



### Room Layout

Room Layout	Maximum Capacity
Theatre/Lecture (Stalls & Circle)	337
Theatre/Lecture (Stalls only)	211
Exhibition (Flat Floor)	200
Cabaret	96

Room Dimensions: 15.25m x 10m

# Foyer Reception Room

Large ground-floor room suitable for receptions, meetings, lectures, exhibitions, refreshments, etc. The room can be extended into Entrance Foyer area, and/or can be used as an extension to the Auditorium to create a large exhibition or reception space of over 200m<sup>2</sup>.



- Natural daylight
- Warm-colour LED dimmable lighting
- Natural ventilation or air-conditioning
- Complimentary Wi-Fi throughout
- 13-Amp power outlets
- Additional power: 32-Amp 3-phase power outlet
- Chairs, tables and other furniture available
- AV / IT equipment available on request, at additional cost



Room Layout	Suggested Capacity
Reception	200
Theatre/Lecture	80
Boardroom	30
Hollow Square	42
U Shape	27
Classroom	36
Cabaret	54
Room Dimensions: 15.25m x 6.4m + window alcove 6m x 1.3m	

# Middleton Studio

Large 10m x 10m room suitable for receptions, meetings, presentations, exhibitions, etc.



- Natural daylight or blackout
- Air-conditioned
- Complimentary Wi-Fi throughout
- 13-Amp power outlets
- Additional power: 32-Amp power outlet
- Stage lighting and sound system
- Chairs, tables and other furniture available
- Raised seating blocks available, at additional cost
- AV / IT equipment available on request, at additional cost



Room Layout	Suggested Capacity
Reception	100
Theatre/Lecture	72
Boardroom	30
Hollow Square	36
U Shape	27
Classroom	27
Cabaret	54
Room Dimensions: 10.7m x 10.7m + alcove 4.2m x 2m	



# Sandy Woods Room

Located within the John Harding Drama Centre, this medium-sized room is suitable for meetings or as a break-out space.

- Natural daylight, with views overlooking Coe Fen
- Complimentary Wi-Fi throughout
- 13-Amp power outlets
- Additional power: 32-Amp power outlet
- Chairs, tables and other furniture available
- Whiteboard
- AV / IT equipment available on request, at additional cost



Room Layout	Suggested Capacity
Theatre/Lecture	60
Boardroom	24
Hollow Square	30
U Shape	21
Classroom	24

Room Dimensions: 9.6m x 6.9m



# Classroom 1

Located within the John Harding Drama Centre, this medium-sized carpeted room is suitable for meetings or as a break-out space.

- Natural daylight, with views overlooking Coe Fen
- Complimentary Wi-Fi throughout
- 13-Amp power outlets
- Chairs, tables and other furniture available
- Whiteboard
- Interactive whiteboard (laptop required, at additional cost)
- Additional AV / IT equipment available on request, at additional cost



Room Layout	Suggested Capacity
Boardroom	18
Hollow Square	22
U Shape	18
Classroom	18

Room Dimensions: 8.1m x 5.3m



# Classroom 2

Located within the John Harding Drama Centre, this medium-sized room is suitable for meetings or as a break-out space.



- Natural daylight, with views overlooking Coe Fen
- Complimentary Wi-Fi throughout
- 13-Amp power outlets
- Chairs, tables and other furniture available
- Whiteboard
- Interactive whiteboard (laptop required, at additional cost)
- Additional AV / IT equipment available on request, at additional cost



Room Layout	Suggested Capacity
Boardroom	16
Hollow Square	22
U Shape	18
Classroom	24

Room Dimensions: 6.6m x 6.5m



# Trumpington Gallery

The Baroness Trumpington Gallery is a medium-sized carpeted space suitable for receptions or a small break-out space. It is also the foyer for the Theatre Circle and Middleton Studio venues. The gallery usually displays pupil artwork or these can be removed if you wish to make use of the hanging system to display your own artwork.

Food and beverage can be served in the Trumpington Gallery for Great Hall events.

- Natural daylight
- Overlooking main entrance foyer
- Warm-colour LED dimmable lighting
- Complimentary Wi-Fi throughout
- Hanging rail system for artwork. (Hanging fixings may be a chargeable extra. Please note that it is not possible to fix directly into the walls.)
- Gents, Ladies and Disabled toilets adjacent
- Welcome screen
- Chairs, tables and other furniture available
- AV / IT equipment available on request, at an additional cost



Room Layout	Suggested Capacity
Reception	60
Boardroom	10



# Main Reception

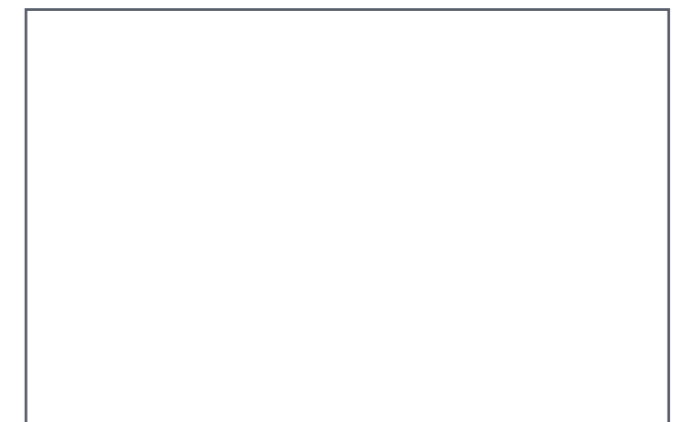
Medium-sized space suitable as a registration area and for meeting and greeting your delegates. The café-style seating area opens onto an outdoor terrace and grass courtyard. Can be used as a stand-alone space, or opened into the Foyer Room to create a larger reception area. Food and beverage will be served in the Foyer Room area for Great Hall events.



- Main entrance to Great Hall building
- Natural daylight
- Warm-colour LED dimmable lighting
- Complimentary Wi-Fi throughout
- Welcome screens
- Balgarnie's Café serving counter (optional)
- Gents, Ladies & Disabled toilets
- Freeview TV, including BBC or Sky News
- Daily newspapers
- 13-Amp power sockets

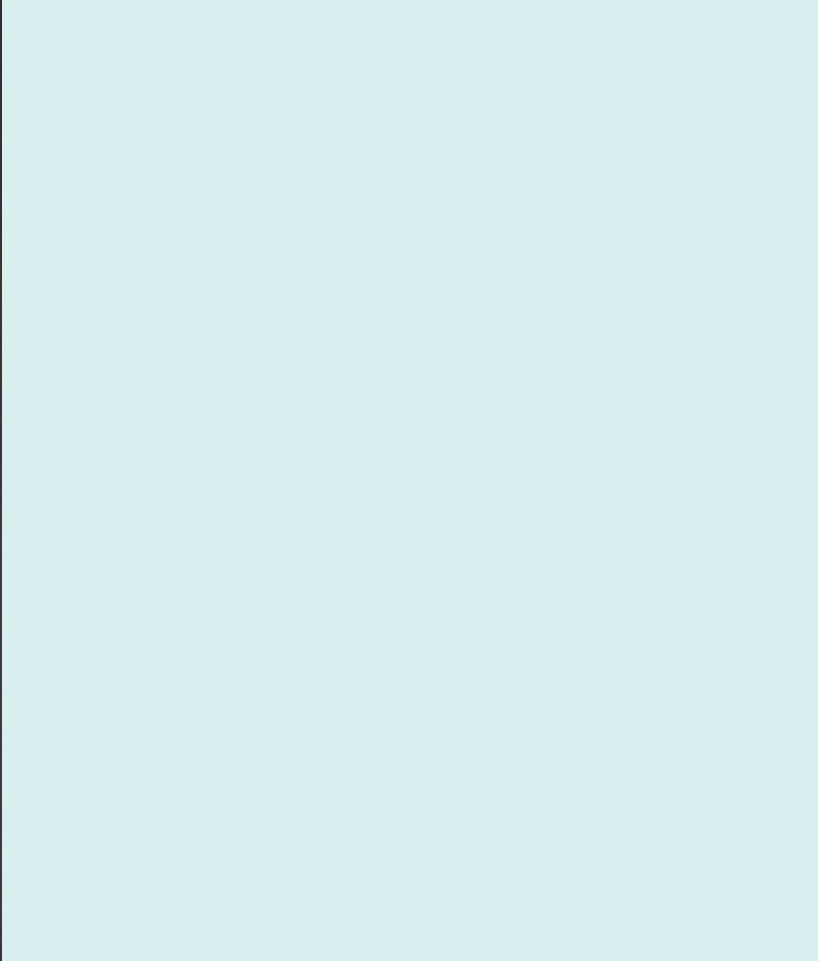


Room Layout	Suggested Capacity
Reception	200 (open space)
	50 (closed space)



"Do all the good you can.  
By all the means you can.  
In all the ways you can.  
In all the places you can.  
At all the times you can.  
To all the people you can.  
As long as ever you can."

John Wesley



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THE Leys