



Accessibilty Statement & Joining Instructions

Engineering Professors' Council: Are you missing a trick? Designing inclusive assessment in Engineering Education

Date: 28th – 29th August 2025 (starting at 10:30am)

Location: The Sir Ian Wood Building, Robert Gordon University, Garthdee Rd, Aberdeen AB10 7GJ

Expectations of Attendees

The EPC and RGU is dedicated to offering an accessible environment for all attendees. We are committed to providing a safe, inclusive, and productive environment that welcomes everyone attending this event.

Our community has co-designed the following rules of engagement:

- We will exercise kindness in all out interactions with others.
- We will ensure clear goals, timelines and expectations of work are set for all activity.
- We will ensure all meetings and activities are accessible to all.
- We will value the different skills, knowledge, contribution and opinions of everyone and ensure everyone has the chance and space to contribute.
- We will use clear communication and ensure verbal discussions are followed up with written confirmation.
- We will take time to connect with each other when working together to build trust and understanding.
- We will value difference.
- We will be non-judgemental and open-minded.

The EPC and RGU expects that activities held under its support promote full engagement and sense of belonging for all attendees. Our expectation is that these activities are free from any form of harassment, unwelcoming behaviour, exclusionary conduct, or discriminatory actions or remarks.

Location and transport

The event will take place in The Sir Ian Wood Building, Robert Gordon University, Garthdee Rd, Aberdeen AB10 7GJ. The two-day workshop will start at 10:30am on Thursday 28th August and finish at 4:30pm on Friday 29th.

Please be mindful that domestic transport is currently Scotland's [largest source of CO2 emissions at over 25%](#).

Garthdee Campus is best accessed from the station by bus from Aberdeen Rail Station. More details can be found @ <https://www.rgu.ac.uk/transport-and-parking/train>.

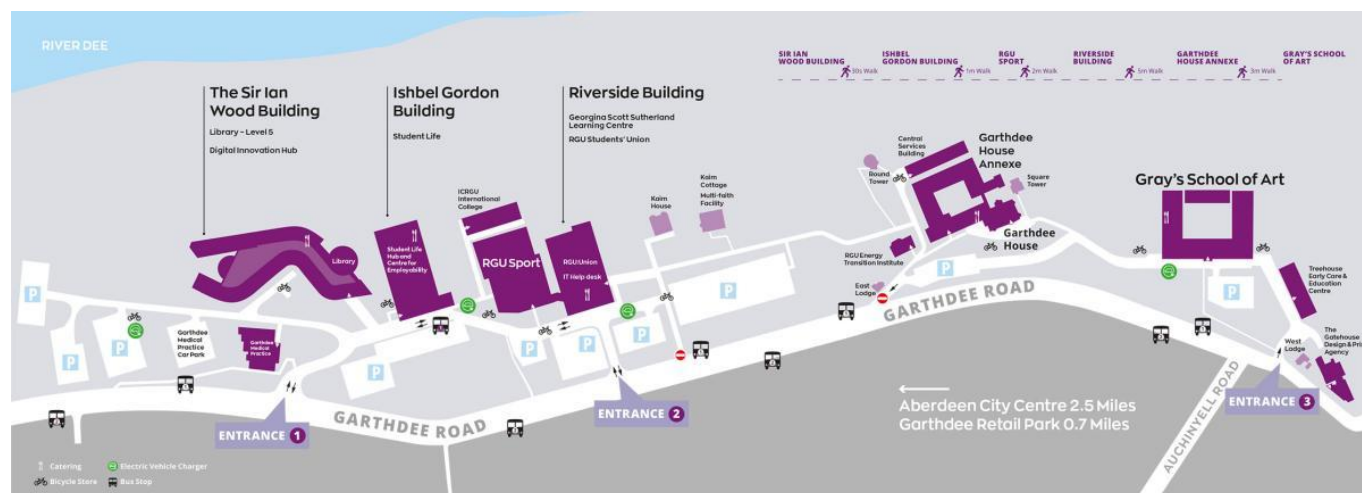


Aberdeen Airport is 7 miles north of the City Centre. The Stagecoach 727 services operate a regular frequency from the airport to the city centre and will take approximately 35 minutes (longer at peak times). A taxi from the airport to Garthdee will take approximately 25 minutes (longer at peak times).

From the city centre to Garthdee, the number 1 or 2 First buses will take you to the Garthdee campus.

Visitor parking spaces are designated at all buildings on the Garthdee campus, which are outlined in red and are non-bookable, operating on a first-come-first-served basis. Visitors should register their vehicle in advance whenever possible, through Jo-Anne Tait on j.e.tait@rgu.ac.uk. If a vehicle hasn't been registered in advance, all visitors must report to the building's reception where they will be registered for a one-day visitor permit. If all the designated visitor spaces are occupied, a visitor can park in a white standard permit holder space on the campus, but their vehicle must be registered as a visitor.

Accessible parking for blue badge holders is dispersed throughout the campus. The University recognises the importance of well-designed, clearly signposted accessible parking and have a map to help plan your journey. Accessible parking bays are located in close proximity to the entrances and exits of our buildings.



Emergency exits and routes to emergency assembly points are fully accessible with double width doorways and step-free routes. The event room is on the ground floor.

There is an accessible toilet a short distance from the event room on the same floor. This toilet is located next to the men's and women's toilets. There is a water fountain at this location also.

The event room has one large window and benefits from natural light. However, as the room faces the river and trees, we may need to use artificial light unless if it is overcast. If we do use additional lighting, please let us know if you can't find a comfortable spot and we will do our best to adjust lights. There is no strobe lighting.

There are no fire alarm tests planned for this event, and we do not expect any sudden loud noises.



During The Event

Speakers will be using microphones, and we will use presentation screens. Room layout will be 'cabaret'. Furniture is moveable and task chairs are in place, so you should be able to make yourself comfortable.

If you need to move around during the event, please feel free to do so. The event convenor will make a statement to this effect at the beginning of the day. Generally speaking, it is a day of active engagement structured into short workshop sessions with clear outputs.

If you need fresh air and/or natural lighting and/or to step away for a moment, feel free to use the lawned area on the riverside of RGU or the concourse at the building entrance.

We will welcome you each day with hot and cold drinks. Plant-based milk will be available. Lunch will be served at 12.45 and will be buffet style. Hot water and coffee will be topped up throughout the day. The Sir Ian Wood building has a Costa on the floor below and a vending machine which you are free to use.

Disability, emergency and medical services

If you will be joining us in a wheelchair, or with a service animal, or have any other need for specific seating, please consider letting us know so we can reserve a seat for you that meets your requirements.

If you will be joining with a Personal Care Assistant, please let us know so we can cater for them and ensure they are seated with you.

If emergency or medical assistance is required at any time during this event, please notify an RGU colleague or the event convenor.

Hotels

If you need to book a hotel, here are some that are close to the event venue.

[Macdonald Norwood Hall Hotel](#)

[Holiday Inn Express Aberdeen City Centre by IHG](#)

[Park Inn by Radisson Aberdeen](#)

A Final Note.....

If you require any other accessibility support in preparation for the day, please contact Jo-Anne Tait j.e.tait@rgu.ac.uk.

If you have any accessibility requirements on the day, please speak to an RGU colleague or Jo-Anne Tait – she will introduce herself at the beginning of the event.

We're excited to welcome you to Robert Gordon University for what promises to be an engaging and inspiring two-day workshop.