

ACS Staff, Volunteers and Trustees SUMMER PICNIC 2026

Information sheet (click contents to find details):

	Event Details	1
	Event Contacts	1
	Event Schedule	2
	Venue & Travel Information	2
	Accessibility Information	2
	Food & Drink	3
	Weather & Heatwave Advice	3
	What to Bring	4
	First Aid & Support	4

Event Details

When: Thursday 16 July

Arrival: 12.30pm onwards

Activities begin: 1.00pm

Where: Merrist Wood – Daffodil Lawn

Address: Merrist Wood, Worplesdon, Guildford, GU3 3PE

Expected attendance: Approximately 50 people, staff, volunteers and trustees

Event finish: Around 4.30pm. If you have other commitments, please feel free to leave in line with your normal working day. The venue is available until 6:00pm for anyone who would like to stay and continue relaxing with colleagues.

Event Contacts

For any questions before or during the event, please contact:

- **Steph Shirley** – 07511 606 684
- **Natalie Riddick** – 07551 606 344

For first aid or emergency support on the day:

- **Dianne Boosey** (Merrist Wood contact) – 07971 164909



Event Schedule

A rough timetable of the afternoon:

Time	Activity
12:30pm – 1:00pm	Arrival and settling in
1:00pm – 1:15pm	Human Bingo
1:15pm onwards	Picnic Lunch
1:45pm – 2:15pm	Values Awards & Message from our CEO
2:15pm – 3:15pm	Optional Guided Farm Tour*
3:15pm onwards	Relax, chat and enjoy lawn games (all optional)

**Please note the farm is approximately a 15-minute walk from the picnic area.*



Venue & Travel Information

The picnic will take place on an open lawn with scattered trees, and additional gazebos will be provided for shade.

Parking

- General parking is approximately 20 yards from the picnic area.
- Accessible parking is clearly designated and signposted, approximately 5 yards from the venue.

Public Transport

The nearest option is the **Kite/Falcon No. 20 bus** from Guildford Friary to Aldershot Road. However, the walk from the bus stop to the venue is quite long.

If possible, please arrange lift-sharing with colleagues. For those driving, an additional **5p per passenger** can be claimed via Staffology expenses.

Mobile Signal



Mobile phone reception is reliable at the venue.



Accessibility Information

We want everyone to feel comfortable and able to enjoy the day.

- Step-free access throughout

- Terrain includes grass and tarmac, which may be uneven in places and dusty due to the current dry weather
 - Accessible toilets available
 - Toilets are approximately 10 yards from the picnic area
 - Tables and chairs will be provided
 - If you have a folding picnic chair, we recommend bringing it for additional comfort
 - Quiet indoor, air-conditioned space available if needed – please speak to Steph on the day
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Food & Drink

A self-service buffet will be provided, including:

- Assorted sandwich platters
- Mixed salad
- Coleslaw
- Pasta salad
- Chive & potato salad
- Sausage rolls
- Selection of crisps
- Assorted bottled soft drinks (one per person)

Dietary Requirements

- All dietary requirements provided in advance have been shared with the caterers.
- Allergens will be clearly labelled.
- You are welcome to bring your own food and drinks if preferred.

Hydration

Drinking water will be available. However, due to the forecast for heat, we strongly encourage everyone to bring additional water or drinks to stay hydrated throughout the afternoon.

Weather & Heatwave Advice

The event will be outdoors for most of the afternoon, and temperatures are expected to be high.

To help stay comfortable, please consider bringing:

- A sun hat

- Loose, lightweight clothing
- Sunscreen
- Sunglasses
- Personal cooling devices (fans, cooling towels etc.)
- Extra water bottles and drinks

Please take regular breaks in the shade and look after yourself and colleagues throughout the day.

What to Bring

- Comfortable footwear
 - Folding picnic chair (if you have one)
 - Picnic blanket (if you have one)
 - Water bottle
 - Sun protection (hat, sunscreen, sunglasses)
 - Any medication you may need (prescription medication, hay fever tablets, inhalers, etc.)
 - Sensory aids such as headphones, ear defenders or fidget tools
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First Aid & Support

Several ACS colleagues attending the event are First Aid trained and First Aid Kits will be available on site.

If you need any support during the event, please speak to Steph, Natalie, Dianne or a member of the organising team.

We can't wait to see you there and hope you enjoy a fun, relaxing afternoon with colleagues!

