Presenter information, Parking, Set-up / WiFi

Venue: The Knox School

Entrance to the Conference: 220 Burwood Highway VIC 3152

Date: Thursday 22nd October 2026

Contact: Dr Adrian Bertolini, 0413 036 382

Arrive from 7.45am

PARKING AND DROP OFF POINTS

All attendees, presenters, and parental and bus drop offs to enter via Burwood Highway

It is a normal school day - expect traffic. Follow the traffic flow map.

Entry and Exit flow

- All vehicles enter via Burwood Hwy.
- EXIT via back gate of school only - Merryn Gve

Drop off and Pick up: location for large buses, parents, non-staying vehicles.

- USE the designated turning circle as indicated (top right of map – green star)

1. **PARK your vehicle**
2. **Sign-in at registration**
3. **Set-up for workshop – see Presenting Information page 2.**

PARKING - for all attendees and presenters is on the **Hockey Field**. Attendee / Presenter Parking Area (see map)

- **Cars:** follow the directions of the traffic management staff stationed on the Hockey Field.
- **Mini-buses:** up to 13 seaters can park on the Hockey Field. Follow the directions of the traffic management staff stationed on the Hockey Field
- **Larger buses:** need to drop off at the designated turning circle and park elsewhere if staying at the conference. (green star on map)
- **All Presenters**
  - Park vehicle on the Hockey Field. Attendee / Presenter Parking Area (see map)
  - THEN make your way to the registration area outside the Resource Centre to sign-in.
  - Expo Presenters can then bring your materials to the Auditorium Foyer to set up.
- There will be some disabled parking spots provided on the Hockey Field. Drop off point wheelchair access (see map).
- **Presenters or attendees arriving late:** it is likely the Hockey Field runs out of space.
  - Parking will be on-streets at back of the school via Merryn Grove.
  - You will NOT be able to use carpark in the lower school near the turning bay for buses as this will be used entirely by Knox School staff.
  - Late arrivals ONLY: Drop off materials only in reception car park then move as soon as materials unloaded. (see blue arrow)

SIGN-IN

- **All attendees and workshop and STEM Expo presenters**: Sign-in is at the registration area outside the Resource Centre. You must sign in and get your nametags and conference booklets before setting up.
- **STEM Expo and First Rotation Workshop presenters**: after signing in go and set up in the assigned rooms before returning for the conference opening and first keynote speaker in the Auditorium.
- All non-presenting attendees should enter the Auditorium for the start of the conference.

- If you are arriving later in the day to present then please make your way to Auditorium Foyer where there will be a presenter table with your name tags and conference booklet, etc.

PRESENTING INFORMATION

- **STEM Expo presenters:** bring your own trestle cloths, power boards, and extension cords for your table(s)
- **Workshop presenters**: The Knox School will have HDMI cables available to connect to the TVs in each room. If you have a Macbook then bring your own dongle to connect to the HDMI cable. Ideally, you will also bring your own power adapters/extension leads where required.

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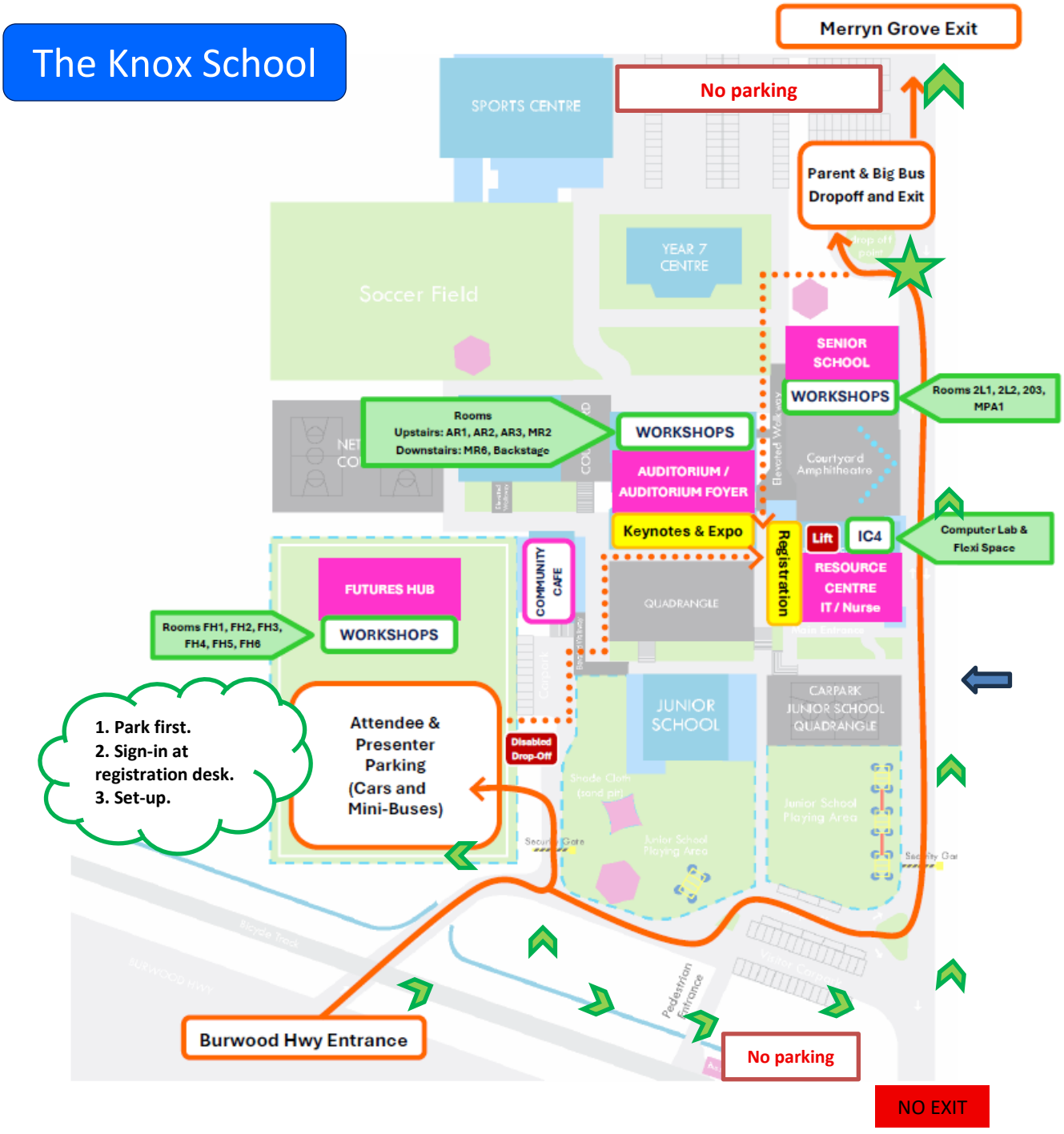
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