



LSE SU

Student Group Welcome Fair Briefing

2026



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OVERVIEW

The Welcome Fair is a **4-day** activity laid on for our new and returning students, providing them with a chance to:

- Meet the wide range of **300+** Clubs and Societies that exist under the LSESU, and discover more about what they have to offer them.
- Get a taste of the various outlets that are available, including the **Gym(s)**, the **Three Tuns** and the **Marshall Building**.
- Learn about the different services they can make use of during their time as an LSE student, including those of our **Advice** and **Representation** teams.
- There were over 10,000 attendees last year!



DETAILS

Where:

Sports Hall (Marshall Building), Sheffield Street

When

Monday 21st September – Thursday 24th September
(11am – 4pm / set up from 9:30am, by 10:45am)

Who

102 max. stalls on each day (20 less each day than last year), including up to 20 Externals



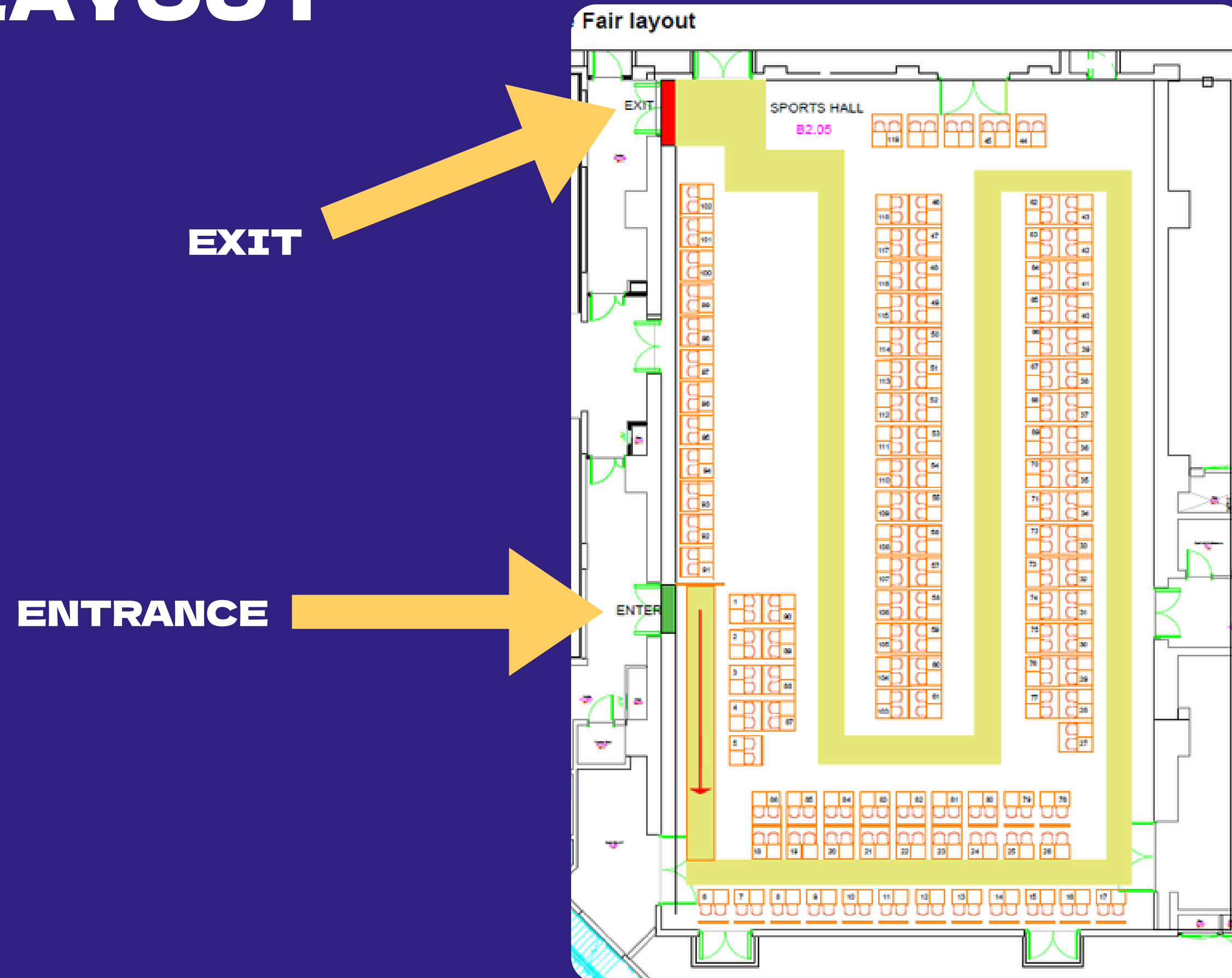
DAILY THEMES

- Day 1 – Academic & Special Interest (74 groups + 28 LSE/SU/Externals)
- Day 2 – National, Cultural & Faith (72 groups + 25 LSE/SU/Externals)
- Day 3 – Sports, Charity, Campaigning & Political (64 groups + 27 LSE/SU/Externals)
- Day 4 – Careers, Arts, Performance & Media (72 groups + 25 LSE/SU/Externals)

You will be allocated your stall number on the day of the fair – just speak to our Student Group Check-In team.



LAYOUT



The layout of the Fair will be **alphabetical** for the most part, but some groups (i.e. those expected to attract a larger crowd) have been located differently, so as to avoid situations of overcrowding as best as possible.

TIMINGS

- **09:30–10:30am = Club and Society committee members check-in.**
 - Only on the day that your group will have a stall. Please arrive on time!
 - Enter Marshall Building through entrance by the Old Curiosity Shop.
 - Check-in with a member of SU staff, who will tell you where your stall is located.
 - 2 name badges will be left on your allocated table, to be worn by the (max.) 2* committee members per stall.
 - These badges will also allow you to use the 'Fast Track' queue into the building.
- **Please be fully ready and set up by 10:45am latest.**
- **11am–4pm = Welcome Fair**
- **11am–12pm = Quiet Hour #1**
- **3pm–4pm = Quiet Hour #2**

*Due to capacity, only 2 committee members will be allowed on each stall at any one time.



STALLS

As part of your stall allocation, each group will have access to the following:

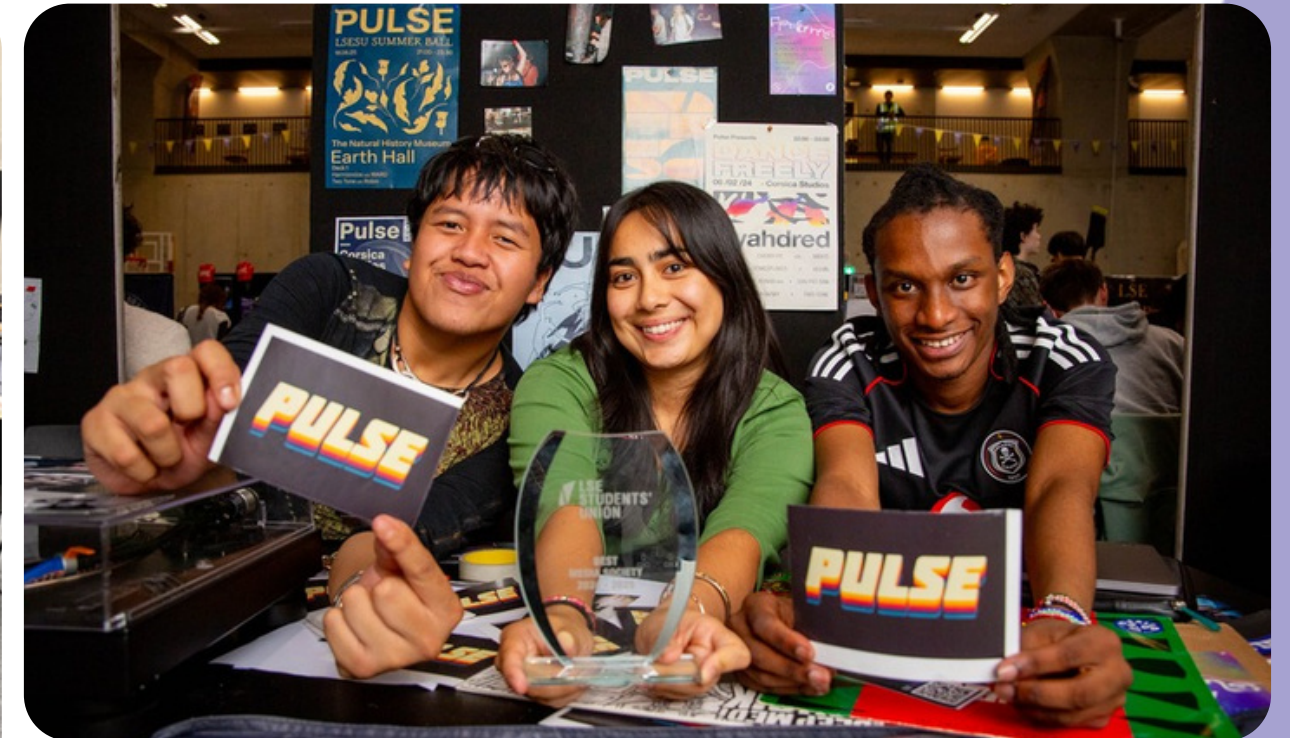
- **2 Exam Tables**
- **2 Chairs**
- **1 Backboard** (for the purpose of displaying promotional material, etc.)

In addition, please note the following:

- We will not be providing materials/stationery for the attaching of resources to backboards – **please bring pins!**
- There are no power sockets available to use on the stall
- There will be enhanced WiFi available in the Sports Hall, but no / limited access to 4/5G.
- Sports Clubs – Feel free to bring equipment from your sport for decorative purposes only, and keeps within your allocated area (2 exam desks).



WHAT SHOULD A STALL LOOK LIKE?



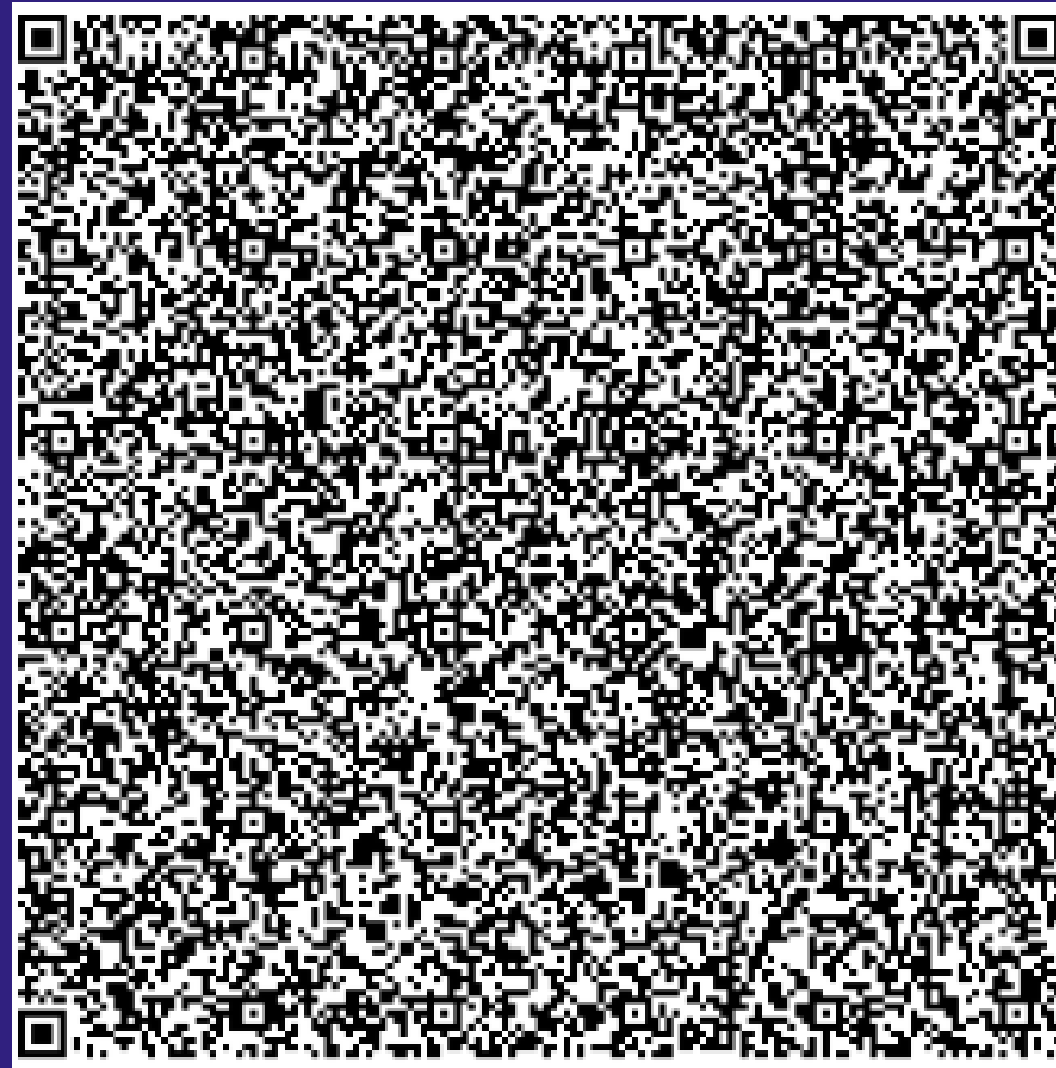
ACCESSIBILITY ADJUSTMENTS

- **Quiet Hours**
 - This year we'll be having two **Quiet Hours**.
 - The key differences will be as follows:
 - Reduced Lighting
 - Reduced Hall Capacity
 - Let people come to you! Take their lead.
- All lifts will be labelled to ensure their use for accessible purposes only.
- If applicable, carers will be able to go around the fair with the students here.
- Limit how much text is on your posters/ leaflets. Images and QR codes are great!

NOTE: Please do not ask anyone about their access needs during this time.



ACCESSIBLE COMMUNICATIONS



DO...

- All groups are expected to abide by the **Student Group Agreement**.
- Feel free to leave the hall to **take a break whenever you need to**. Swap badges with other committee members, arrange shifts, and make a sign for your stall if you need to!
- **Keep your belongings** with you at all times!
- **Take people's leads** on your interactions. Don't assume everyone wants to shake hands.
- Encourage stall visitors to purchase memberships there and then!
- If you're a National or Cultural Group, you'll be able to make use of **your country's flag** as part of your stall only. Otherwise, LSE's flag ban policy will remain in place throughout the Welcome Fair as a whole.
- Please **report any concerns** to a member of LSESU staff and/or su.societies@lse.ac.uk as soon as you can.



DO (part 2)

- If you're providing sweets/ snacks as freebies, please ensure you provide a **full list of ingredients on your stall**, with allergens highlighted.
- We cannot store anything for groups overnight, so **please bring everything with you on the day**.
- **Come in national/cultural dress, or merch/stash/uniform!**
- **Remember that the Welcome Fair may be one of a student's first experiences at LSE.** Attendees will come from a wide range of backgrounds and circumstances, including international students, those new to London, and students who may be feeling anxious or isolated. Be patient, approachable, and sensitive in your interactions.
- **We really want to make your own experience of this year's Welcome Fair an enjoyable one.** We recognise that you're giving up your days in what's a very busy period, and therefore want you to walkaway from it with positive reflections. As such, the Societies Team will be checking in with each of you throughout the day, to make sure everything's going ok, and to collect live feedback on the overall Welcome Fair experience.



DON'T...

- **No food or drink** (except water) will be permitted into the Sports Hall (unless it's a packaged freebie). No alcohol.
- **You must not collect any personal data** from attendees to your stall (e.g. Names and Email Addresses) – GDPR!
- Please **do not play any amplified music** on your stall.
- If you see any spare chairs, please do not move them, as they're for attendees to sit down if they wish.
- **Don't worry** if the day doesn't go as well as you'd hoped – there are plenty more opportunities throughout the year to advertise your Club/Society!



WHAT TO BRING

- ✓ Pins for your backboard
- ✓ Engaging props/ freebies for your table
- ✓ QR codes linking to your SU webpage
- ✓ Photos of last year's activity to display
- ✓ A list of ingredients (and allergens) for all edible freebies
- ✓ A bottle of water (to refill at our water fountains)
- ✓ Your LSE ID card



HEALTH AND SAFETY

- **Fire Alarms**
 - In the event that one sounds, please leave the hall calmly via the emergency exits.
- **Fire Evacuation Point**
 - Should a fire alarm go off, please head to the gate entrance of Lincoln's Inn Fields once exited.
- **Trip Hazards**
 - Please ensure that all rubbish is put in the bins provided, and that nothing is obstructing the walkways.
- **Wellbeing**
 - If you feel unwell at any point or simply want a bit of a timeout, please do let us know, and look out for one another.



LAST YEAR'S FEEDBACK

- **Space**

- With over 300 Student Groups and 60 Externals across the 4 days, it will feel busy in the Sports Hall as space is very tight, but we try and ensure the layout allows for a good flow of people to avoid big crowds.

- **Food and Drink**

- You can take as many breaks as you need for food and drink, but please do so outside of the Sports Hall. Bringing a water bottle / packaged foods is fine!
- The reason for this is the carpet – we need to avoid spillages / trodden food.

- **Lighting**

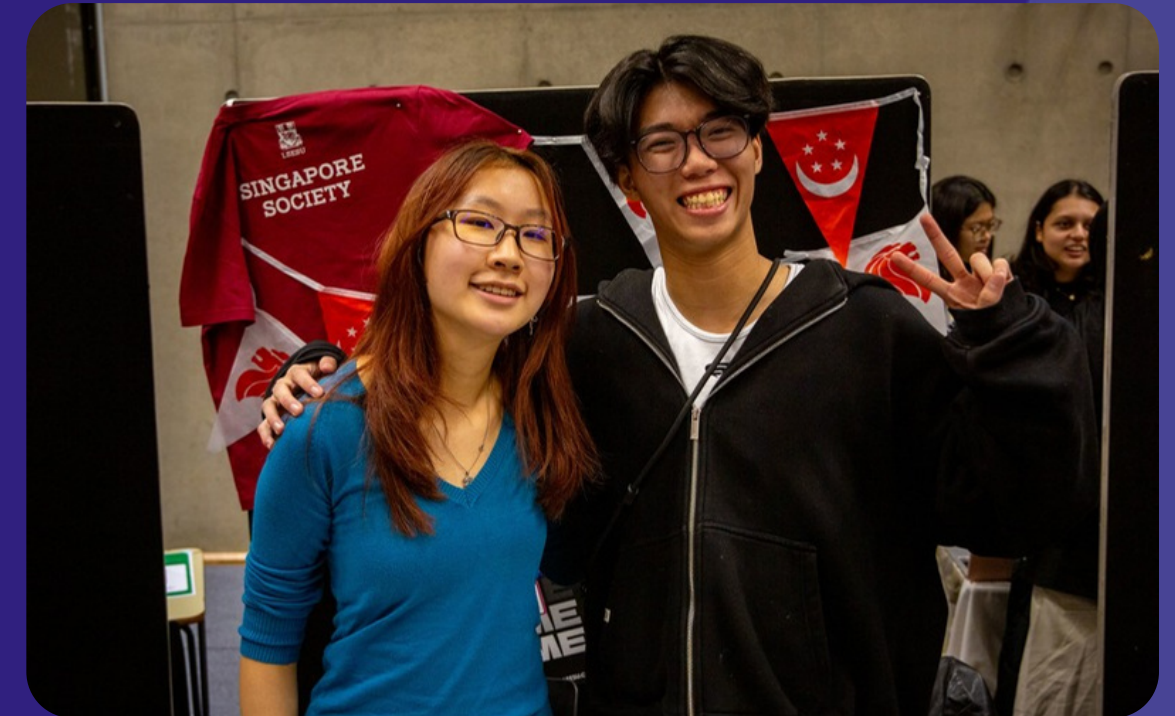
- Following the accessibility hour, it's been fed back that the increase in lighting can be too harsh, so we'll be keeping it a bit dimmer, and will adjust based on what the feeling is on the day.

- **2 Stall Members**

- This is due to space constraints. We'd recommend that you split shifts between committee members across the day so you can have breaks/lunch, etc.

- **Heat**

- Unfortunately the Sports Hall can get pretty hot. This year, we've asked LSE Estates to improve airflow to the hall, and provide us with some large fans.



WELCOME 2026

You can check out our Welcome offer by heading to the following webpage:

<https://www.lsesu.com/welcome2026/>

Be sure to follow what's going on, and share with your peers / new students!



ANY QUESTIONS?

Email = su.societies@lse.ac.uk / su.sport@lse.ac.uk

<https://www.lsesu.com/communities/hub/welcomefair/>

