



CANADIAN
PLAYFUL
SCHOOLS
NETWORK

The Canadian Playful Schools Network Showcase

Travelling and Parking Information



playjouer@uottawa.ca
playjouer.ca

Play at the heart
of learning

Getting to the University of Ottawa

While in Ottawa, your school team will be staying at one of the [University of Ottawa Residences](#). (see Accommodation document).

If you are arriving **BY PLANE** at the OTTAWA AIRPORT...

The CPSN will cover transfer costs by taxi, public transit, ride sharing (Uber, Lyft) and/or shuttle to/from the OTTAWA AIRPORT. Please share a ride when feasible.

A RECEIPT IS REQUIRED FOR REIMBURSEMENT.

CPSN will NOT cover expenses relating to:

- A rental vehicle for travel TO/FROM the AIRPORT, the UNIVERSITY and/or MUSEUM. The CPSN will cover transfer costs to and from the Ottawa airport (e.g. taxi, rideshare, public transit, etc.). **The CPSN has arranged for a shuttle service between the University of Ottawa and the Museum of Science and Technology.** Any travel costs incurred beyond these services will be at the expense of each team/member.

If you are arriving to Ottawa **BY CAR** from your DEPARTURE CITY...

In a **PERSONAL VEHICLE**...

Use of a personal vehicle is limited to those trips where no other suitable public transportation is available or where the use of a personal vehicle is more economical and effective considering all factors such as costs, time constraints and itinerary.

The CPSN reimburses for personal vehicle usage based on **0.60 \$/km** (INCLUDES cost of fuel, vehicle 'wear and tear' and insurance; fuel receipts will not be an eligible expense due to the constant volatility of fuel prices across Canada). Mileage is calculated on the distance from the school to the destination.

In a **RENTAL VEHICLE**...

The car rental cost must not exceed the cost of equivalent airfare. It is expected that school team members will carpool when feasible.

The CPSN reimburses for car rentals only to an amount equal to that of a basic standard or intermediate model. Reimbursable expenses related to car rentals include the following:

- Rental fee;
- Fuel charges
- Insurance coverage (an individual who rents a vehicle is responsible to [obtain adequate car rental insurance for vehicle physical damage](#). Please follow your school policy prior to renting the vehicle).

For information on parking see the following section.



Parking Information

For LOCAL educators...

[UOttawa underground parking](#) is the most economical parking option (limit of \$17.50 per day compared to metered parking that has no maximum!). The closest underground parking lot is [Brooks garage](#), followed by the [Mann garage](#).

There is a ticket machine but it is difficult to find (behind the old wickets). The most efficient way to park is to download the "Hotspot" app from the [App Store](#) or the [Google Play Store](#) to get started creating your account. Occasional users now have the choice of paying for parking directly from a credit card ("Pay & Go"). If you don't want to download the app right away, you can also go to www.htsp.ca from your phone or computer's web browser. The same app and e-wallet can be used for any HotSpot-enabled municipality or parking facility, including at Carleton University. By using the app, you will receive a notification when the time is expired.

A RECEIPT IS REQUIRED FOR REIMBURSEMENT.

If using the app, you can take a screenshot in lieu of a receipt :
Manage My Account > History

For educators STAYING OVERNIGHT...

Members **who will be driving to the conference and staying overnight** will be staying at 90U Residence. Upon arrival:

- [Park in Lot K](#), next to 90U residence;
- Make your way to the lobby of 90U where you will see parking meters;
- Choose the number of days you will be requiring parking for. Parking tickets expire at 10:30am (checkout time). For example, arriving on Thursday and leaving before 10:30am on Sunday would count as 3 days.
- Bring the ticket back to your car.

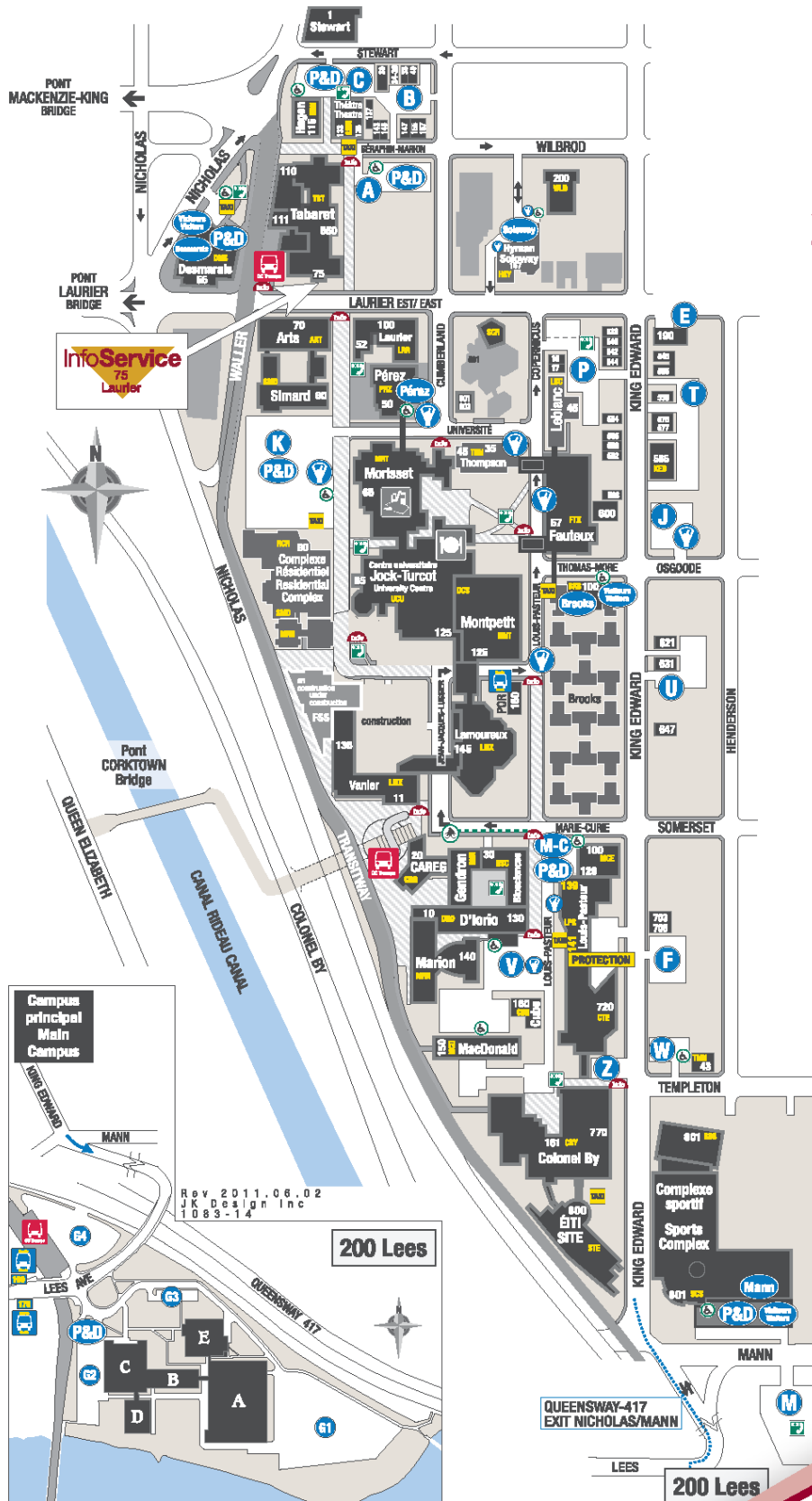
A RECEIPT IS REQUIRED FOR REIMBURSEMENT.



Please note that the Learning Crossroads (CRX) building is situated in the gray space next to the Lamoureux (LMX) building.

CAMPUS MAPS

11-2011 V.1



MAIN CAMPUS

Légende / Legend

- Stationnement Parking Lot
- Distributrice de permis Pay & Display Parking
- Parcomètre Meter
- Stationnement visiteurs Visitors Parking Lot
- Stationnement accessible Accessible Parking
- Navette Shuttle
- OC Transpo
- Taxi - point d'embarquement Taxid Pick-up Point
- Bibliothèque Library
- Information
- Cafétéria Cafeteria
- Téléphone de secours Emergency Phone

Campus principal
Main Campus

Rev 2011.06.02
JK Design Inc
1089-14

200 Lees

QUEENSWAY-417
EXIT NICHOLAS/MANN

200 Lees



RÉSEAU CANADIEN DES ÉCOLES LUDIQUES
CANADIAN PLAYFUL SCHOOLS NETWORK

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Thank you
Merci



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