

Conferencing

Our conference facility, the Alexandra Suite, is based in our Port Academy Liverpool building and seats up to 30 delegates. You will have full use of our AV/conference call facilities and WiFi.

●●● PRICES

Full day hire: £150.00

½ day hire: £100.00*

Laptop hire: £15.00

Flip chart including pens: £10.00

All prices exclusive of VAT.

*based on 4 hour room hire

●●● TERMS AND CONDITIONS

48 hours notice is required for all hospitality requests.

Any requests made after this cannot be guaranteed.

Confirmation of catering numbers are required no later than 24 hours prior to the function.

Confirmation of access times both before and after any meetings must be confirmed.



How to book

To book an event, view our facilities or for further information call

0151 353 4518 or

email danielle.cox@hughbaird.ac.uk

How to find us

We are in a central location and is easy to get to from all parts of the North West by bus, train and car.

Visit www.hughbaird.ac.uk/how-to-find-us for more information and directions.

Hugh Baird College,
Port Academy Liverpool building,
Balliol Road, Bootle, L20 7EW.

SHAPING THE FUTURE
OF THE HOSPITALITY INDUSTRY



HOSPITALITY MENU

The following recommended menus have been chosen by our Head Chef. They reflect the wealth of produce that comes into the market during each season.

We can also work with you to ensure that the food at your event is suitable for your audience.

SHAPING THE FUTURE
OF THE HOSPITALITY INDUSTRY

COLD FINGER BUFFET

£7.00 per person inclusive of:

SANDWICHES

To include:

Egg mayonnaise & watercress (V)
Mature cheddar & pickle (V)
Roast Cheshire ham salad
Piri Piri chicken wrap

QUICHES

Please choose 2 out of the following:

3 cheese & onion (V)
Roast Mediterranean vegetable (V)
Quiche Lorraine
Chicken, bacon & parmesan

FINGER FOOD

To include:

Sausage rolls
Goat's cheese tarts

DESSERTS

Please choose 2 out of the following:

Chocolate brownie
Lemon & poppy seed
Mini lemon tart
L20 flapjack
Carrot cake
Fruit kebabs

COLD BUFFET

Minimum of 15 people. £9.50 per person inclusive of:

SANDWICHES

Please choose 4 out of the following:

Egg mayonnaise & watercress (V)
Mature cheddar & pickle (V)
Roast Cheshire ham salad
Roast chicken & black pepper mayonnaise
Tuna mayonnaise with cucumber
Smoked salmon & cream cheese
Piri Piri chicken wrap

QUICHES

Please choose 2 out of the following:

3 cheese & onion (V)
Roast Mediterranean vegetable (V)
Quiche Lorraine
Chicken, bacon & parmesan

FINGER FOOD ITEMS

Please choose 2 out of the following:

Falafel (V)
Goat's cheese crostini (V)
Sausage rolls
Lam kofta
Halloumi fries
Fish cakes
Piri Piri chicken skewers
Lemon & herb chicken skewers

SALAD BOWLS

Please choose 2 out of the following:

Mixed leaf salad (V)
Potato & leek salad (V)
Pasta & roast pepper salad (V)
Tomato & basil salad (V)
Pesto orzo salad (V)
Rocket & parmesan salad (V)

A SELECTION OF SANDWICHES & CRISPS £3.75 per person

A selection of freshly prepared sandwiches offered on an assortment of breads. Made with a selection of fillings including locally-sourced, seasonal produce.

Please choose 4 out of the following:

Egg mayonnaise & watercress (V)
Mature cheddar & pickle (V)
Roast Cheshire ham salad
Roast chicken & black pepper mayonnaise
Tuna mayonnaise with cucumber
Smoked salmon & cream cheese
Piri Piri chicken wrap

HOT AND COLD BEVERAGES

Tea and coffee

£1.00 per person
A selection of teas and filter coffee

Tea, coffee and biscuits

£1.20 per person
A selection of teas and filter coffee served with a choice of handmade L20 biscuits

Tea, coffee and Danish pastries

£2.00 per person
A selection of tea and filter coffee served with Danish pastries

Still or sparkling mineral water

£1.50 per 750ml bottle

A selection of fruit juices

£2.50 per litre (serves approximately 6 people)

[V] denotes which items are vegetarian.

Notification is required in advance for any specific dietary requirements, where an alternative may be required.