

CERN School of Computing

Logistics

What is the CERN School of Computing (CSC)

- The CERN School of Computing (CSC) organises a series of international schools, covering various aspects of scientific computing for high-energy physics and other data-intensive sciences.
- Over 50 years of existence
- First school in 1974, bi-annual
- Now; five schools per year (ca)
- The UK last hosted the Main CSC in 2010, Uxbridge
 - Thematised CSC on Security was held in Abingdon in April 2025
- Students creating lifelong connections with peers from other institutes!



The CSC finances and structure



- CERN and a local Institute work together to organise the school
- Programme Committee and Local Organising Committee set up for each school (as needed).
- CERN depends on local help to negotiate prices, find suitable activities outside of the lecture programme, and to liaise with the hosting institute.
- CERN provides speakers and cover their costs
 - Institutes fund the costs for their attending students
 - Some financial support available for students who cannot benefit from support from their institutes
- CERN takes the financial risk of the school
 - Invoices related to the host institute should be paid by the institute and invoiced to CERN after the event
 - CERN can also make purchase orders and pay external parties directly, for ex restaurants, hotels etc, as needed
 - If the host institute has preferential prices for activities, we should try to pass by the institute

What do we expect from the host institute?

- Suitable lecture rooms at no or as little cost as possible
- Support with all logistics concerning the event;
 - Reservation of suitable hotel rooms
 - Arranging all necessary catering for the school
 - Suggestions and arrangements for external activities (i.e. sports, cultural events, excursions, as needed)
 - Help with invitation letters as needed for students who are applying for a visa
 - Organisation of transports and other logistical requirements for the school



Logistics

- Lecture and exercise rooms in the University
- Hotel rooms – twin rooms if possible to keep the prices as low as possible, preferably all students and lecturers in the same hotel
- Coffee breaks, lunch breaks and dinners
 - If possible, a varied suggestion of food
 - Arrangements for students with special dietary needs as far as possible (i.e. allergies, vegetarians etc)
 - If needed; arrange for lunch tickets, dinner tickets etc, to avoid that students have to pay by themselves



Logistics



Sports

Ideally arrange for daily sports; this could be reservation of football, volleyball or basketball fields, or suggest nice paths for walks and runs

Book football field for the traditional CSC football game at the end of the school (if possible)



Excursion

The excursion should be suitable for the size of the group

Limited transport, if possible

We encourage our local hosts to show us something that is typical/special for the place of the school



Logistics

- Registration set up and managed by CERN, with input from Local organisers (using Indico)
- Payments are normally collected by CERN, to be discussed
- Registration fee in CHF or EUR, to be discussed



Connections with local “VIPs”

- The local organiser should co-ordinate with the School Director concerning invitations of local politicians, University deans or similar
- The local organisers should discuss the opening ceremony of the school with the school director.

