

Terminal 3 Arrivals Guide



Preparing for travel

Travel advice for anxious passengers



Heathrow
Making every journey better



This guide is aimed at anyone who might feel a bit anxious about travelling through Heathrow. Heathrow is a large, busy airport and the journey through the airport can seem complex especially if you don't know what to expect or what is expected of you.

Plenty of help is at hand, you just need to know where to find it. Over the years we've had a lot of experience in assisting anxious travellers and we hope that this guide will enable you to prepare for your forthcoming trip to Heathrow and be confident in the knowledge that Heathrow might be big, but we're not scary.

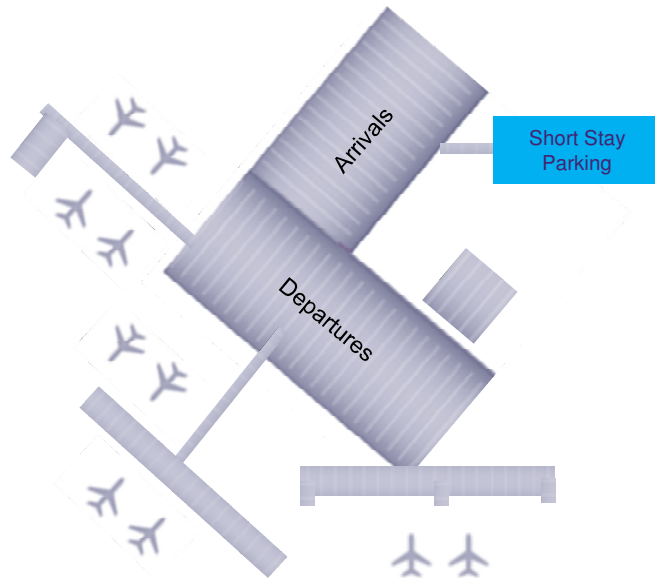
Sections

- About this guide
- Finding your way around Terminal 3
- Sensory awareness – What you can expect
- Information – Asking for help at the airport
- Step-by-step journey planner
- Preparing for Passport Control
- Additional sources of information
- Preparation checklist

We understand that everyone is different and if after reading this guide you still have concerns about your **arrivals journey** through Heathrow, or if you just need more information, then please don't hesitate to contact us.

Finding your way around Terminal 3

Finding your way around Terminal 3



Finding your way around Terminal 3

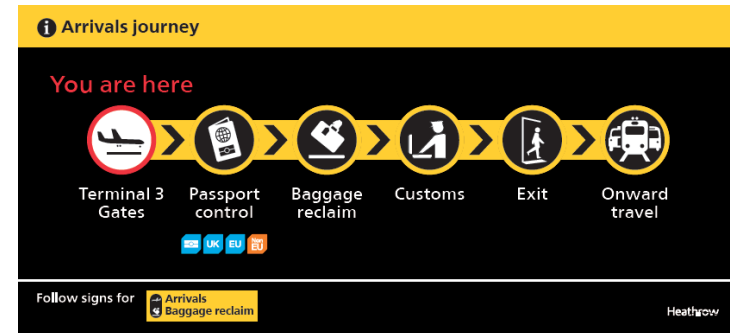
Terminal 3 is just one building with long piers where the aircraft park. It has Gates numbered from 1-42.

After landing at Heathrow your pilot will be told where to park the aircraft. Because Heathrow is so busy it is not possible to tell you this information in advance, but don't worry, there are lots of signs and all routes lead to the exit.

In Terminal 3 there is clear signage telling you where you are. Simply follow the yellow signs to Arrivals/Baggage Reclaim and you will eventually reach the Arrivals Hall. If you have arranged for someone to meet you this is where they will be waiting for you.

Signs you might see

You'll find plenty of information showing you where you are in your journey and what comes next.

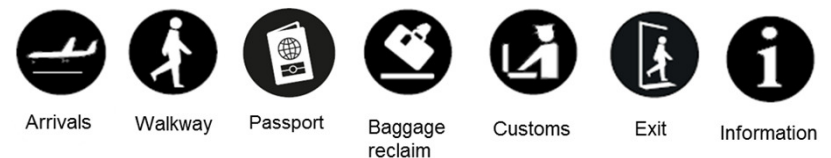


Visual Symbols

Visual symbols can be seen on signs throughout the terminal, as well as within this guide.



Here are some of the icons that you may see on your arrivals journey:



Follow these yellow signs to EXIT the building.



What you can expect

A busy airport can be a very hostile environment if you have a sensory processing disorder. There are lots of reflective surfaces, bright lights, alarms, crowd congestion and lots of unfamiliar tastes and smells.

We cannot offer a sensory friendly environment but we can tell you what you can expect and help you to come up with a plan.



Sight

Reflective surfaces, different coloured lights, digital screens.

Things that might be helpful

Sun glasses



Taste and Smell

Gasoline, air fresheners, perfumes, materials, food smells, cleaning products

Things that might be helpful

Scented handkerchief



Touch

Temperature, crowded areas, unfamiliar surfaces

Things that might be helpful

Sensory toys, multi-layer clothing

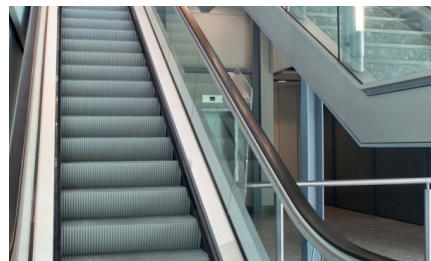


Hearing

Tannoys, vehicle noise, alarms, crowd conversation, strange acoustics.

Things that might be helpful

Music, headphones, ear defenders.



Balance

Escalators, trolleys

Things that might be helpful

Use lifts. If you feel dizzy or faint please request a wheelchair loan or assistance.



Body awareness

Escalators, congested areas

Things that might be helpful

Take your time, try to avoid the crowds by getting off the plane last and use lifts instead of escalators.

Things that might be useful:

Sunglasses

Sensory toys

Weighted back pack

Soft play area

Headphones or ear defenders

Using lifts instead of escalators

Multi-layer clothing

Keep safe! Trolleys, escalators and baggage reclaim belts can be dangerous.

A wide range of snacks is available to purchase from our food outlets.

TOP TIP

Asking for help at the airport



Help call points

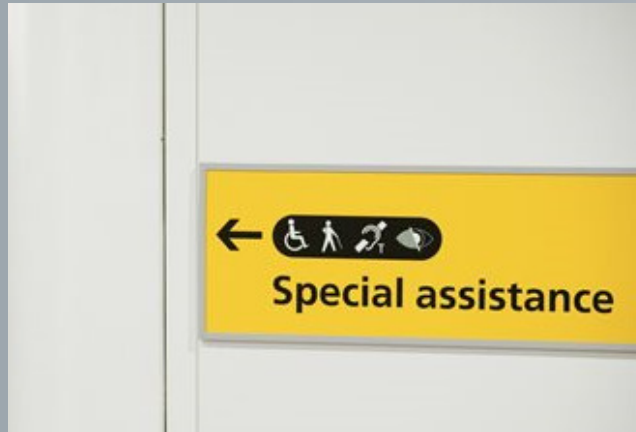
Help Call Points can be found all around Heathrow. The call point could look different than the picture above. A map of Help Call point locations can be found here:

<http://www.heathrow.com/airport-guide/getting-around-heathrow/airport-maps>

Calls made from one of our Help Call points are answered by our Airport Operations Centre. It is just like calling someone on loudspeaker phone. Press the button and wait for someone to answer before speaking.

Other people who can help me

**Can't find help?
Approach an
Airport Worker –
they will be
wearing an ID.**



How to Get Assistance



If you suddenly need help during your journey, there are several things you can do:

- Look for a person wearing the Helping Hand badge.
- Use a Help Call Point
- Speak to anyone wearing an Airport ID who can direct you in the right direction
- Look for a nearby here to help location

Please note that whilst we are passionate about transforming customer service at Heathrow, we are on a journey with our hidden disabilities programme to develop it to suit our passengers. We already have over 1000 colleagues trained to assist you and are working to expand this across our airport.

Information

Here to help locations

We have a number of locations where you can find a person to speak to if you need help.

These are located:

Passport Control – There will be an ambassador dressed in purple before your immigration checks.

Arrivals Ambassador position at the Information desk.





Inside the Terminal

Information



Connections Area

When you disembark the aircraft you will see one set of signs for "Arrivals" (in yellow) and one set of signs for "Connections" (in purple). The connections signs are for those passengers that are not stopping in the UK, but are transferring to another country.

Only follow these signs if you are a connecting passenger – otherwise just follow the yellow signs. If you are connecting passenger and need specific assistance please contact us with details of your journey.



Buggies

Electric Buggies are used to help passengers who can't walk very far.

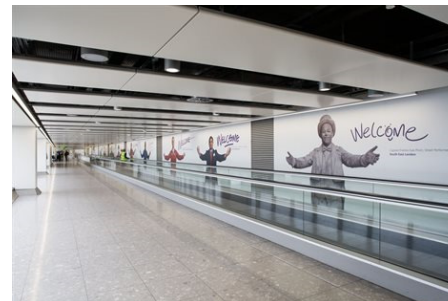
You may see them in the walkway or around the gates.

They make a beeping noise so you know they are coming.



Piers

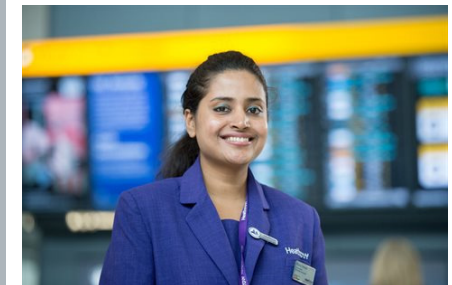
It is quite easy to find your way around terminal 3, but it can sometimes be quite a long walk through the building to get from your aircraft to passport control. Travelators are available if you wish to use them. Once you disembark the aircraft there will be toilets located along the walk to passport control, and your route will be clearly signposted.



Information

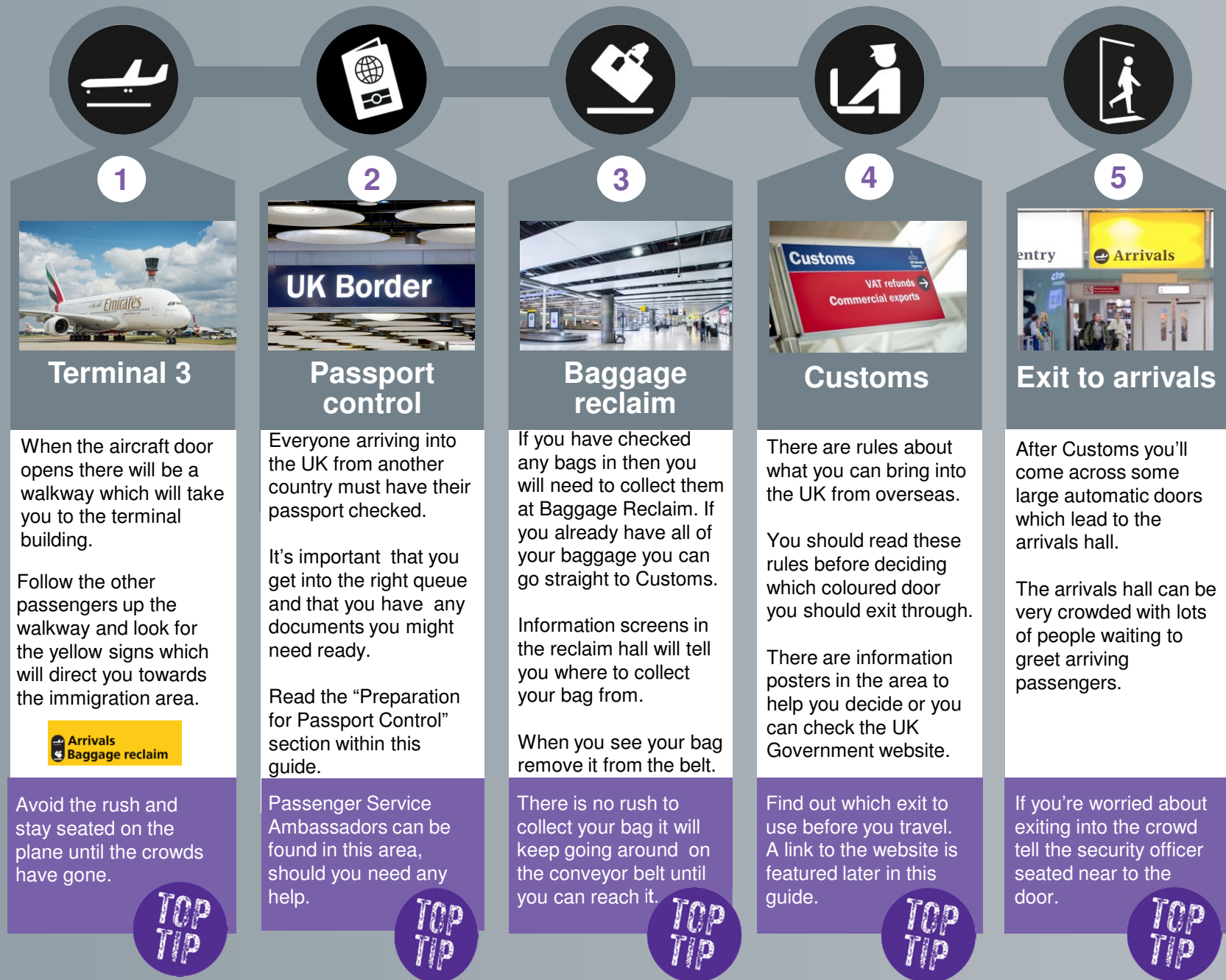
If you need help with your onward journey then please visit our information desk, or look for one of our ambassadors who will be wearing purple.

They will be able to give you information on the Heathrow Express and the London Underground and will help you to plan your journey.



3. Arrivals journey – International Flights, Terminal 3

Step-by-step journey planner



4. Arrivals journey – International Flights, Terminal 3 Remote

Step-by-step journey planner



Passport Control Preparation

If you have flown in from a different country then before leaving the airport you will need to show your passport to an officer at the UK Border.



When you arrive at Passport Control you will see that the area has been split into colour coded zones.

A large sign for Heathrow's arrivals journey. At the top, it says 'i Arrivals journey'. Below that, it reads 'You are approaching Passport control' above a world map. At the bottom, it says 'Passport holder' and 'Choose the correct lane for you'. There are three colored boxes: a blue one with 'UK', a blue one with 'EU', and an orange one with 'Non EU'. The Heathrow logo is in the bottom right corner.

i Arrivals journey

**You are approaching
Passport control**

UK EU or Non EU

Passport holder
Choose the correct lane for you

* Nationals of EEA member states or Switzerland please use the EU lane.

Heathrow

Follow the blue signs

If you have a UK or European Union Passport then you should follow the blue signs.



Follow the orange signs

If your passport is not a UK or European Passport then you should follow the orange signs.



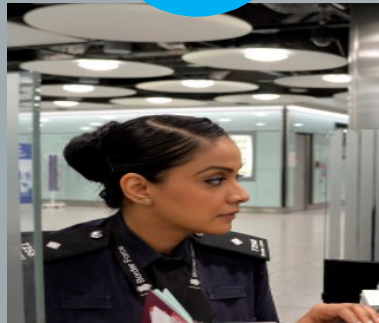
You might be able to use an automated e-Passport gate instead of having your passport checked by a Border Force officer.



A sign for ePassport gates. It says 'ePassport gates' at the top. Below that, it says 'Please use ePassport gates if'. There are three icons: a passport icon with a globe, an 'EU' sign, and a '12+' sign. Below each icon is a condition: 'you have this symbol on your passport', 'you're an EU citizen', and 'you're 12 or over'. At the bottom, it says 'Border Force' and 'For more information go to GOV.UK/uk-border-control'.

Passport Control Preparation – UK / EU

Step-by-step journey planner



Join the queue for the UK/EU desk.

Once you reach the front of the queue you should only approach the desk when asked or gestured to do so.

When you are at the passport desk you should give your passport to the Border Force officer.

The officer may ask you some questions like “where have you been?”

If you do not understand the question that you are being asked then you could say to the officer:

“I have communication difficulties please can you help me by re-phrasing the question.”

When the officer has finished their checks they will hand you back your documents.

The immigration hall looks slightly different in each terminal, but all look similar to these photos.

If you’re not sure whether you have been cleared to enter the country you should ask the officer.

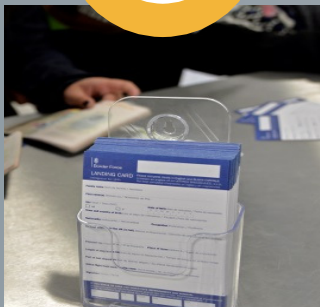


If you are eligible to use an e-Passport gate then we recommend that you do so. E-Passport gates are automated, where a passport reader and camera, rather than a border officer, will verify your identity and check your passport. Once the check is made successfully, the gate opens automatically for you to walk through.

Using e-gates helps you to avoid the queues and get through passport control more quickly. A Passenger Ambassador is available to help should you need it.

Passport Control Preparation – Non EU

Step-by-step journey planner



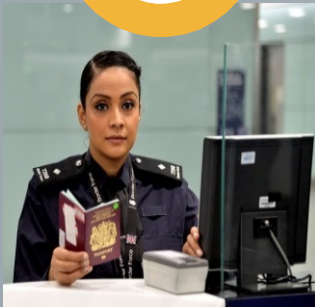
Fill in a Landing Card (1 per family)



Join the queue for the Non EU desk.

Once you reach the front of the queue you should only approach the desk when asked or gestured to do so.

At the passport desk you should give your passport, landing card (and visa if you have one) to the Border Force officer.



The officer may ask you some questions about why you're coming to the UK. If you do not understand the question that you are being asked then you could say to the officer:

"I have communication difficulties please can you help me by re-phrasing the question."

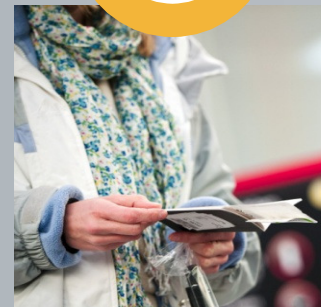


You should keep any documents that show the reason for your visit in your hand luggage, so you can show them if asked e.g. your travel itinerary, work permit or university letter.



When the officer has finished their checks they will hand you back your documents.

The immigration hall looks slightly different in each terminal, but all look similar to these photos.



If you're not sure whether you have been cleared to enter the country you should ask the officer.

Outside the airport – Transport to and from the airport

Information



Bus



Taxi



Underground



Heathrow Express



Car



Visit the information desk or speak to an ambassador for advice and up-to-date information on how to get to your final destination.

Heathrow Website

<http://www.heathrowairport.com/>

Heathrow Express

<https://www.heathrowexpress.com/>

Transport for London

<https://tfl.gov.uk/>

National Express

<http://www.nationalexpress.com/>

Civil Aviation Authority

<http://www.caa.co.uk/>

VAT Refunds

<https://www.gov.uk/government/publications/vat-notice-7041-tax-free-shopping-in-the-uk>

The National Autistic Society

<http://www.autism.org.uk/about/family-life/holidays-trips/preparation.aspx>

Checklist

Preparation checklist

- I know how to find my way around Heathrow
- I have a plan to avoid sensory overload
- I can use the step-by-step journey guide to help me prepare
- I know what to do at each stage of my journey
- I know which signs to follow at passport control
- I know where to pick up my checked-in bags
- I know where to ask for help on the day if I need

I still have questions about

I'm still worried about

Contact us

If you have any further questions or concerns please email:
assistanceguide@heathrow.com



Airbridge/Jetty

An airbridge or a jetty is a moveable bridge which is placed against an aircraft door to allow passengers to board or disembark. They are covered passageways which connect the terminal building to the aircraft. They are sometimes quite narrow and do not have any windows. If your aircraft is not parked at a gate with an airbridge, you will be taken by bus to your plane.



Information screens

Information screens provide up-to-date information on all flights from Heathrow. There are information screens in every part of the airport so that you can check when your flight is departing. As an arriving passenger, you will need to use our information screens to find out where to collect your baggage.



Airline

An airline is a commercial organisation that flies passengers by aircraft from one airport to another. When you book a flight, you book it with an airline. When you pay, your airline gives you a ticket. Airlines that fly from Heathrow have their own staff and check-in desks at the airport.



E-Gates

Immigration checks are used throughout the departures and arrivals journey to protect our border and control who enters and leaves the UK. If you are an EU citizen and are over 12 years old you can use the E-gates. This is an alternative to seeing a Border Force officer – they use facial recognition to check that you are the same person that is shown in your passport.

Just follow the instructions on the screen and insert your passport. These are quicker than queuing to see an officer. The gates may look slightly different in each terminal.



Landing Card

A landing card is a document which non-EU passengers must fill in before going through immigration checks in the UK. It is a card containing personal information used by immigration authorities to provide passenger identification and a record of a person's entry into certain countries. You should be given a landing card on the aircraft, but if not you will find some available in our immigration area.



Baggage Reclaim Belt

The Baggage Reclaim Hall is the area where passengers collect the bags that they checked-in before boarding the aircraft. Bags are sent from the aircraft to the Baggage Reclaim Hall and placed on a moving conveyor belt with other bags from that flight. To locate your belt, just look for your flight number or origin on the information screens and see what number belt has been allocated. Then wait to spot your luggage. Don't worry if you miss it the first time, they will continue to circulate. Sometimes it takes a while for bags to appear, so don't panic if they are not there straight away.