

Welcome to  
Doncaster Sheffield Airport

Thanks for choosing Doncaster Sheffield Airport for your next flight. When you first arrive at our airport you should first look out for signs showing 'Departures'. We have two entrance doors to the airport which are located at the front of the terminal building. Once through the doors there will be a lot to look at, see if you can spot the following;

- Flight Information Display Screens, showing a list of all the departing flights.
- Weighing Machines to weigh your suitcase.
- Check-in Desks, where you check-in your suitcase.

### » Check-in Hall

When you arrive in the Check-in Hall, you should look at the Flight Information Display screen and find your flight. If you have a suitcase you will need to drop it off at the check-in desk. Find out which number check-in desk by checking the Flight Information Display screen. At the check-in desk airline staff will put a special label on your suitcase so that baggage handlers know which flight to put it on. This is where you check in your suitcases if you are travelling on a Flybe flight. Other check-in desks are available if you are travelling with another airline.

Sometimes, there will be lots of people checking in luggage. As well as suitcases, some people have hand luggage which they can take in to the aircraft cabin.

Hand luggage cannot be very big. In the check-in hall, airlines have stands where you can measure your hand luggage to make sure it's not too big. If it is too big it will need to be checked-in to the aircraft hold.

If you are taking hand luggage only and checked in before you came to the airport, you won't need to go to the check-in desks and can go to level 3, Departures.

Follow the signs for "Departures": Can you see the big blue "Departures" sign?

There are 3 ways to get to "Departures". How are you going to get to level 3?

Take the lift.

Climb the stairs.

Ride the escalator.

When you get to the top, look out of the windows as you may be able to see some cars.

### » Security

The next place you get to is Security.

Everyone going on a flight has to go through Security.

If you have an Autism Awareness Wristband, get it ready now.

At the entrance to Security there are podium to check your boarding pass. Sometimes when the airport is busy, some passengers buy Fast Track tickets to take an express route to the Departure Lounge. If you already have a ticket, enter the Fast Track channel via the machines. Tickets can be purchased nearby.

### » Central Search

The Central Search Area is a big space. This is where we x-ray hand luggage, coats, shoes, belts and even toys.

There is a lot to see. Sometimes there are a lot of people waiting in this area and at other times, as in this picture, there are only a few.

What can you see in this area?

Vending machines selling plastic bags.

Video screens. These show how you will need to get ready to go through security.

Barriers showing where people should queue.

There are some things you are not allowed to take through Security, including sharp things like scissors and liquids, gels and pastes over 100ml.

If you have liquids, gels, deodorants and pastes below the 100ml limit they will need to be put into a clear, resealable plastic bag to go through the x-ray machine. If you haven't brought your own clear plastic bag, you can buy one from this machine.

Queuing up and getting ready for Security

The people in this picture are getting ready to put their hand luggage in the trays to be x-rayed.

Can you spot the black trays for putting your hand luggage in?

You can put all of your things in your own tray or you can share a tray with someone you are travelling with.

While your hand luggage is passing through the x-ray machine, walk

through the archway to the other side as this lady is doing.

Can you hear the beeping noises?

You may be asked to step to one side and we will talk to you as we continue with the screening process. The member of staff will explain to you what is happening and it doesn't take very long.

Once you have gone through Security and all of your hand luggage has gone through the x-ray, you can collect all of your things and follow the signs to the "Gates".

### » Departure Lounge

As you continue on your way, how many signs can you see directing you to the Gates. What is the symbol used to identify the Departure Gates?

The symbol used to identify the Departure 'Gates' is the picture of an aircraft taking off. This is called a pictogram.

In the Departure Lounge, there is a wide range of shops, cafes and bars. Many people enjoy looking around the shops or having something to eat or drink before their flight.

Some people also enjoy looking through the large windows at the planes parked outside.

What planes can you see outside?

Flybe

Thomson

Wizz

Thomas Cook

Aer Lingus

There are many Flight Information Display screens throughout the Departure Lounge. These show the flight numbers and destinations of the planes.

When your flight is ready for boarding, the screens will show the number of the Departure Gate you should go to.

Check the signs to make sure you're going in the right direction.

### » Departure Gates

At the Departure Gate, you may have to queue with other passengers.

When you get to the front of the queue, your boarding pass and passport will be checked by the airline staff.

After your documents have been checked you may pass through the Departure Gate.

And now for the best bit – can you see your plane?