

ASKHAM BRYAN COLLEGE & NEWTON RIGG COLLEGE

RESIDENTIAL RULES

Any breach of Residential Rules will result in disciplinary action under the College's disciplinary procedure (a copy of which can be obtained upon request) and will also be a breach of the terms and conditions of occupation.

For the purposes of these rules, reference to students over 18 means students who were 18 or over on 31st August of the year in which they enrolled for the current year of their course.

All resident students are required to comply with College general regulations.

- . No firearms of any description including ammunition and cartridges, air rifles, BB guns or knives or anything that could be defined as an offensive weapon is permitted in College accommodation. If any of these items are found, they will be confiscated and disciplinary action will be taken. Knives required to be used in the subject you are learning will be provided by curriculum staff. Any guns brought to site by students permitted to do so must be registered with the department and stored appropriately, in accordance with the College Firearms Policy.
- . All students are **FULLY** responsible for the condition and security of their own room. Doors must be locked when leaving and keys **MUST** be kept with the occupant and not given to others. Window restrictors must **NOT** be removed and windows must **NOT** be used as a means of entry or exit to a room. Failure to comply with these rules and any damage caused to rooms will be the responsibility of the occupant and disciplinary action will be taken as necessary.
- . To protect the safety of all, residential students must comply with current health and safety regulations, fire regulations and regulations on the use of electrical appliances in rooms, in addition to any other College regulations that may be notified from time to time.
- . For your own safety fan heaters, electric fires, cookers, fridges, microwaves, toasters, kettles, irons and lava lamps are not permitted in student rooms. To avoid the danger of fire you must not use adapters in plug sockets. A four-gang plug extension is acceptable. You must not use or possess any appliance with an open flame (including candles). You must not interfere with any electrical or heating controls.
- . Interfering with fire equipment, for example fire alarms, fire exit doors, extinguishers, fire hoses and smoke and heat sensors puts the safety of others at risk. You must not wedge fire doors open under any circumstances. Failure to comply with the above may result in

prosecution for a criminal offence and is regarded as extreme misconduct under the student disciplinary procedure. As such, this may lead to your removal from accommodation.

- . **ONE** guest is allowed to stay one night per week per student in the student accommodation during the day or evening. This is only with the prior agreement of the Student Services Manager or their representative. This applies even if the student attends Askham Bryan College.

- . Students aged under 18 must not enter accommodation that is for students aged over 18 and vice versa. Students aged under 18 who have been allocated room in a female block must not enter a male designated block; students aged under 18 who have been allocated room in a male block must not enter a female designated block.

- . Students must make staff aware that they are leaving the campus during the evening or weekends. This can be via text or phone call to the Safeguarding Phone, an email to the Safeguarding team or by signing out on the fire sheet. You will be provided with the contact details for your site upon arrival at college.

- . Students must not on any account change rooms without the express prior written consent of the Accommodation Manager or their representative.

- . Students must not disturb their neighbours with an unreasonable level of noise at any time. Please refer to the Accommodation Handbook for campus specific curfew times.

- . Students are responsible for any damage that is caused to the communal areas in the accommodation.

- . To avoid damage to furniture and decoration, bicycles must not be kept in living accommodation.

- . Pets must not be kept in your room. This includes hamsters, guinea pigs, mice, fish, reptiles and birds (this list is not exhaustive).

- . Students must not engage in any form of trading activity or other commercial business from their room, or permit others to do so, or do so on behalf of others.

- . The television licensing authority requires that television sets must be licensed and a current licence is produced on demand, even if you watch the television programmes on your computer.

- . To maintain reasonable standards of hygiene in residential accommodation students must keep their study bedroom clean and tidy. Students must not move the bed from the position in which they found it on occupation. They must not replace the curtains provided with any others. Students are also responsible for ensuring that communal areas in the hostel are kept clean and tidy. Students must allow cleaning staff access to their room to carry out their normal schedule of cleaning duties.

- . Students must not alter the decor of the room or any communal areas.

- . Smoking is not permitted in any student accommodation or building on campus. The smoking areas around site must be used.

- . Alcohol may not be consumed, produced or stored in residential accommodation for under 18 students. Students over 18 (and in our over 18 only accommodation) are permitted to consume and store a reasonable amount of alcohol for personal consumption in their own room. All under 18 hostels are alcohol free and alcohol must not be supplied to students aged under 18. Students aged under 18 found to be under the influence of alcohol may not be allowed to reside on site and their parents / guardians or other named responsible person will be called to collect the student if appropriate. Students found to be supplying under 18 students with alcohol will face disciplinary action and may be removed from accommodation as a result. Any student found to be in attendance at timetabled sessions under the influence of alcohol or other substances will face disciplinary action.

- . The College operates a zero tolerance to supply, possession and use of drugs. Any student supplying, possessing or using drugs will face disciplinary action and may be excluded from the college.

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- . Interference with the operation of any security equipment, for example Salto access systems, puts at risk the security of residents and is a breach of this agreement.

- . Students must vacate their rooms when directed to do so at the end of term and not return until the time and date communicated to them. These will be provided upon arrival at College.