

Professional Services
Directorate of Estates, Facilities and Capital
Development

Student Living Guest Policy

Overview

Occasional overnight guests are permitted within halls of residence provided your flat mates agree to it.

All overnight guests must be signed in at Reception (where this facility exists) for safety, security and so that staff know who is on site in the event of an emergency.

You must accompany your guests at all times whilst they are on site and you are responsible for their behaviour. Hall staff have the right to refuse entry to any guest where they deem it reasonable to do so for the safety and security of the building and/or the wellbeing of others.

Providing the above has been adhered to, the following rules apply:

Day Guests (8am-8pm)

You are allowed up to 2 guests in your room during the day – 8am – 8pm at any one time

Overnight Guests (8pm-8am)

You are allowed up to 1 guest in your room in the evening or overnight at any one time. A guest can stay for a maximum of 2 consecutive nights or 3 alternate nights in any 14 days. If you want to host:

- more than 2 day guests at the same time
- more than one overnight guest on the same night
- or have more than 3 nights within a 14-day period when a guest stays with you

You must obtain permission from the Hall Manager at least 3 working days in advance. This Policy supplements the Terms and Conditions of Residence – please refer to section 2.5.