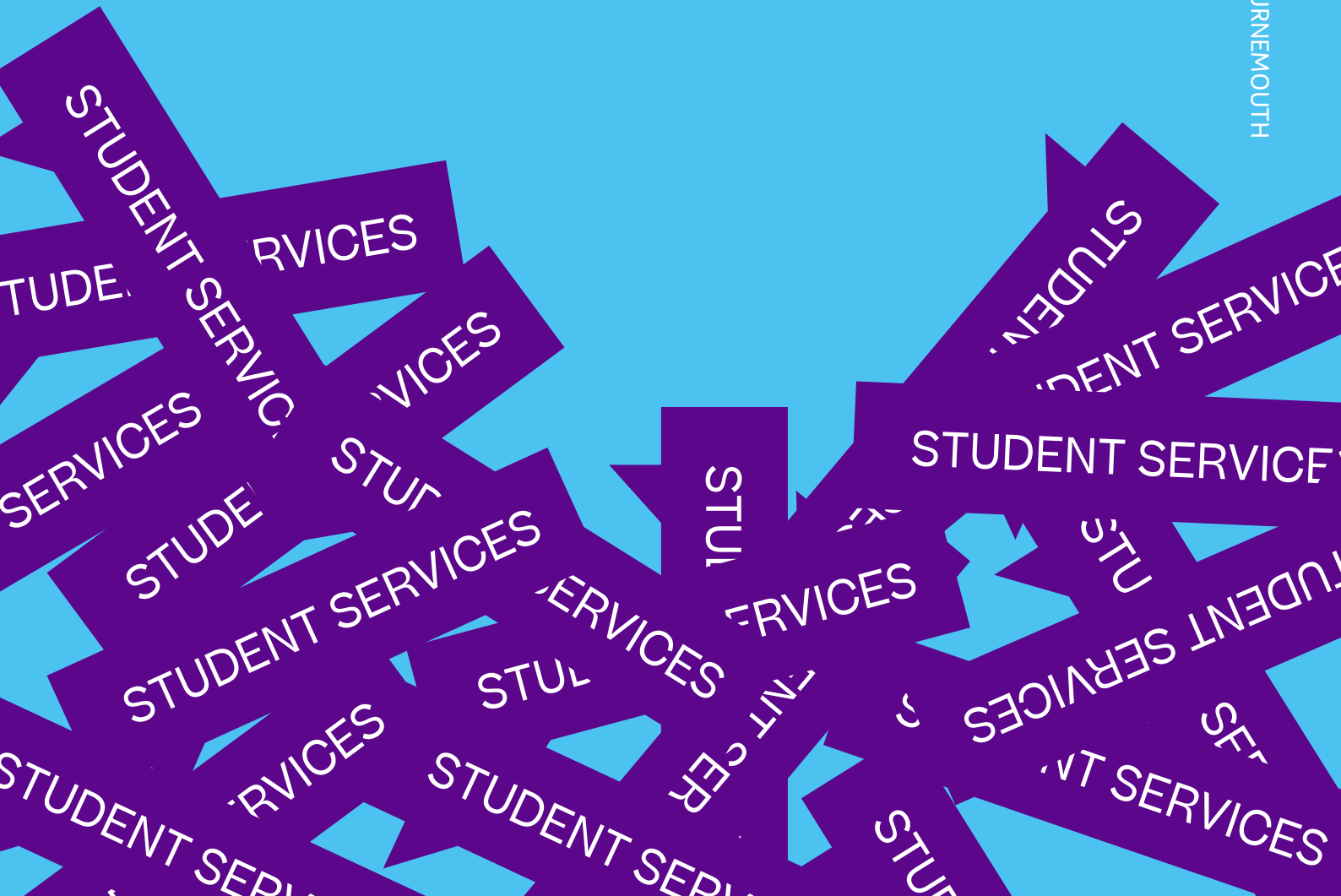


ACCOMMODATION

Arts University Bournemouth Halls of Residence

2020/21

ARTS UNIVERSITY BOURNEMOUTH



Safety & Security

The following contains important health, safety and security information you must understand when living in AUB Halls of Residence. If you have any questions regarding these, please speak to your Halls Team or the AUB Student Advice Team.

Fire Safety

Fire Safety and Evacuation Procedure

Fire Safety is extremely important. You are expected to watch the Fire Safety video provided separately which forms part of this induction process.

A fire drill will be held at the beginning of the first term and you should familiarise yourself with the nearest fire exit from your room, and the location of fire alarms and firefighting equipment. Details of the fire evacuation procedure are displayed just inside the entrance to each building. You are expected to be familiar with the fire safety and evacuation procedure as displayed in the Halls of Residence.

On hearing a fire alarm: you must leave the building by the nearest exit, do not run. Do not use the lift. Do not take any belongings with you. Close all doors behind you, shut your bedroom window if it is safe to do so, and go to your assembly point. You will then receive further instructions from halls staff or the emergency services. Under no circumstances may you return to the building until permission has been given.

On discovering a fire: however small the fire, you should activate the nearest alarm and shout 'fire'. Do not attempt to extinguish the fire. If safe to do so close all doors and windows in the vicinity of the fire and leave by the nearest exit, as described above. Go to your assembly point and advise staff or emergency services of the location of the fire.

If you and/or your guests have mobility difficulties, you should be escorted to the nearest stairwell, which acts as an emergency recess area. Inform a member of staff or emergency services as soon as possible and request assistance with evacuation.

In the event of a fire, priority is given to clearing the building, so you should help to alert others as you leave the building. Any halls staff will assist in the evacuation procedure prior to the arrival of emergency services.

Fire Safe Conduct

All halls have fire safety equipment available for use in the event of a fire and each room is fitted with a smoke detector. Fire safety equipment must not be misused and smoke detectors must never be covered or tampered with.

Corridors and staircases must be kept clear at all times and fire doors must never be wedged open. Kitchen doors should be kept closed at all times. Naked flames are not permitted anywhere in the buildings.

You should take appropriate care when cooking and using kitchen facilities. Grill pans and oven trays should be cleaned regularly to reduce the risk of fire. When cooking with oil, gradually raise the cooking temperature, don't fry on the highest settings. If the oil begins to smoke or give off a vapour haze, it's too hot. Turn the temperature down and allow time to cool. The use of rice cookers and deep fat fryers / chip pans is not permitted. **Never leave cooking unattended, even for a brief moment.**

Failure to evacuate in the event of a fire alarm, deliberately raising a false fire alarm, misuse of fire safety equipment and/or tampering with smoke detectors is a breach of AUB Halls of Residence Regulations.

Security

No Smoking and Drugs Policy

Smoking and / or allowing others to smoke in your room is a breach of AUB Halls of Residence Regulations. This applies equally to all types of e-cigarette and vapes. The use of nitrous oxide, legal highs and illicit drugs are not permitted in halls. Any substances and connected paraphernalia found in halls will be destroyed.

Personal Security

You should always lock your room door, even if you just go to the kitchen or laundry. You should report any suspicious behaviour to the halls staff or security guard on duty.

If you have a disability please notify Student Services, so that we can work with you to prepare a Personal Emergency Evacuation Plan so that you are sure of what to do in the event of an emergency. Please note that you should inform Student Services if your mobility is affected by a temporary disability (e.g. a broken leg).

Please report all accidents to the halls staff so that a record may be entered into the accident book.

Security cameras are in use across the AUB campus and halls.

Being Streetwise

You should take sensible precautions to safeguard your personal safety when going out, especially at night – do not walk home alone, and only invite people you know well into halls. Be aware of drink spiking and never accept drinks from strangers, or leave your drink unattended.

AUB works in partnership with the Dorset Police Universities' Safer Neighbourhood Team, and police officers regularly patrol the AUB campus and halls of residence.

The police are always happy to give advice and guidance, and you can speak to them confidentially. For non-emergencies please call 101 or for informal advice and guidance you can contact the Universities' team at police@bournemouth.ac.uk

Emergency Support

In the event of an emergency, call for the police, fire brigade or an ambulance by dialling 999, free from any phone. You should take appropriate steps to safeguard your immediate safety, if necessary (for example, by evacuating the building).

You should ensure that someone is available to direct the emergency services upon arrival, and should follow all instructions from the emergency services promptly.

You can report a crime in person by visiting any police station, or by telephoning 101.

Please notify halls of residence staff or AUB Student Services of any event that has necessitated contact with the emergency services.

