

Halls of Residence Regulations

(For Residence Agreements commencing Academic Year 2010/2011 and beyond)

IMPORTANT

This document forms part of a legally binding contract for accommodation, namely your Residence Agreement

Make sure you read and understand the content of this document. By accepting an offer of accommodation from the University of Southampton you are confirming that you have read and understood the Halls of Residence Regulations and that you agree to adhere to these. If there is anything you do not understand please contact our Student Services Centre in the first instance for factual information on the contract on +44 (0)23 8059 5959 before accepting your offer.

If you do not understand this document or anything in it, you are strongly urged to seek independent legal advice from a solicitor, or consult Citizens Advice or a Housing Advice Centre

This document sets out the Regulations and code of conduct for you, and those living around you, in University Halls of Residence. Much of the document will appear as common sense but it is important that we set this out in detail so that all Residents understand what is expected of them to facilitate an appropriate living environment

PLEASE NOTE:

1. **FAILURE TO COMPLY WITH THE ITEMS HIGHLIGHTED IN BOLD MAY RESULT IN THE TERMINATION OF YOUR ACCOMMODATION CONTRACT.**
2. **FAILURE TO COMPLY WITH OTHER REGULATIONS WILL BE DEALT WITH THROUGH THE APPROPRIATE UNIVERSITY DISCIPLINARY OR OTHER PROCEDURE.**

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1. In Your Accommodation

- 1.1 Your accommodation is there to support you as a student at the University of Southampton. The Halls of Residence provide for a residential study environment and community.

2. Accepting your Offer of Accommodation

2.1 Your Contract

- 2.1.1 By accepting this offer you are guaranteed accommodation in a University of Southampton Hall of Residence. You are legally bound to the terms set out in the Offer and in this License Agreement, including the full period of residence.
- 2.1.2 Your offer will not be deemed to have been accepted until, in your account at www.onlineaccommodation.soton.ac.uk, the status of the offer is showing as ACCEPTED. It is your responsibility to check this and to contact us before the expiry date of the offer if this appears not to be the case.
- 2.1.3 Offers of accommodation are dependent upon all conditions of offer to study being met by you. If you accept this offer and subsequently are unable to meet the conditions of your offer to study, you will not be entitled to accommodation at the University of Southampton. If this is the case, your accommodation will be cancelled and you will be notified to this effect in writing.
- 2.1.4 New Postgraduate students and Current Undergraduate/Postgraduate students are required to make a prepayment when accepting their offer of accommodation. Offers will be withdrawn if prepayments are not received.
- 2.1.5 Offers of accommodation are also dependent upon a Student having no debt to the University. We will check Student Fees accounts after each instalment of Residence Fees has become due. If it is found that you have a debt to the University at this point any offer may be withdrawn, even if you have accepted the offer.
- 2.1.6 Your Licence Agreement, the 'Residence Agreement' consists of
- The 'Contract Details' including; 'Booking Details', 'Accommodation Details' and 'Payment Plan' contained in the on-line or hard-copy of the Offer of Accommodation
 - The Halls of Residence Regulations as they exist from time to time;
 - The University's other Rules and Regulations as referred to in the Halls of Residence Regulations.
- 2.1.7 If this offer of accommodation was delivered to you online and the acceptance is concluded online the transaction is subject to the laws of the England and Wales.
- 2.1.8 This agreement shall be governed by and construed in accordance with the laws of England and Wales and the parties submit to the exclusive jurisdiction of the courts of England and Wales.

2.2 Your Prepayment

- 2.2.1 Prepayments are non-refundable and will be deducted from the last instalment of the hall fees when due.
- 2.2.2 In cases where New Postgraduate students do not move into a Hall of Residence the prepayment will be refunded in full only where students submit notice in writing to arrive at Accommodation Service, Student Services Centre, University of Southampton, SO17 1BJ or email: accommodation@soton.ac.uk no later than the close of business on Friday 27th August 2010.
- 2.2.3 In cases where Current Undergraduate or Postgraduate students do not move into a Hall of Residence the prepayment will be refunded in full only where students submit notice in writing to arrive at Accommodation Service, Student Services Centre, University of Southampton, SO17 1BJ or email: accommodation@soton.ac.uk no later than the close of business on Friday 30th July 2010.
- 2.2.4 Where a New Postgraduate or Current Undergraduate or Postgraduate student's room is otherwise left vacant the prepayment will be forfeit in full to cover the reasonable administrative costs of the University and any applicable loss in residence fee income from the room.

3. Conduct

3.1 Your Responsibilities

- 3.1.1 You must not interfere with the smooth running and activities of the Halls of Residence and you must comply with any reasonable request from any member of University staff
- 3.1.2 You must provide suitable current ID such as your Student or Hall ID cards at the request of any member of staff
- 3.1.3 You must not smoke anywhere within the Halls of Residence, or within 5 meters of any windows or doors.
- 3.1.4 You must not cause damage to the Accommodation (including if applicable the shared kitchen/bathroom), Halls of Residence or its grounds. You must pay the reasonable costs of repairing any damage caused by you or your guests. Repair includes replacement if that is the most economical way of dealing with the damage. An allowance for fair wear and tear will be made when assessing the cost of putting right any damage. The assessment of any charge will be made by the Hall Manager acting reasonably
- 3.1.5 You must respect other residents, University Staff, visitors or guests invited onto the premises. Abusive, threatening, harassing or violent behaviour is contrary to the University's ethos, culture and beliefs and will be dealt with under the University's disciplinary regulations.
- 3.1.6 You must accept full responsibility and supervision for your guests and visitors when they are on site
- 3.1.7 You must not cause nuisance or noise affecting the work or sleep of other occupiers or their guests.
- 3.1.8 You must not cause damage, nuisance or noise which adversely affects residents in and around your local community and may bring the University into disrepute.
- 3.1.9 Save for your personal items (clothing; bedding; linen; towels; personal equipment e.g. computers, laptops, phone and any items mentioned elsewhere in these Regulations; books papers etc) and those supplied to you by the University, no other items of private and public property (including street furniture,) may be brought onto or into the Halls of Residence.
- 3.1.10 You must not possess, use or store any item that may affect the safety of the premises and/or any person.
- 3.1.11 You must keep your accommodation (and if not self-contained, any shared kitchen/bathroom) in a clean and tidy condition. You will be asked to rectify the matter if you do not do so. If you do not do so the the University will carry out the cleaning and charge the reasonable cost of this to your Financial Account.
- 3.1.12 You will not deliberately misuse the Student Telephone and Student Data Network Services, including the creation of cable links between computers located within one or more than one part of the Hall Premises. Students are referred specifically to the University of Southampton iSolutions Rules and Guidelines which are:
 - o Distributed to all users in the University
 - o Available on the University's web pages at www.southampton.ac.uk/isolutions/regs and which govern the use of all computing equipment and Student Data Network Services
- 3.1.13 The possession, use, sale or other trafficking of illegal drugs or controlled substances is absolutely prohibited. Any resident suspected of involvement in drug/controlled substances activity will be reported to the Police. In the event of a caution or convictions for drug/controlled substance offence(s) the University reserves the right to permanently exclude the student convicted. The student will still be responsible for Residence Fees from the date of the caution or conviction until the expiry date of the Occupancy.
- 3.1.14 You will not bring on to the premises any pets or livestock
- 3.1.15 You will not bring onto the premises any promotional or marketing material for any third party, unless expressly authorised to do so by the University.

3.2 Our Responsibilities

- 3.2.1 We will take reasonable actions to promote a friendly diverse and study conducive environment.
- 3.2.2 We will provide the hours of cleaning prescribed for your accommodation as listed in your hall
- 3.2.3 We will notify students where the standards of cleanliness are inappropriate

- 3.2.4 We will investigate any complaint of misconduct
- 3.2.5 We will inform the head of the student's relevant Faculty/School if the complaint is, in our discretion, sufficiently serious
- 3.2.6 We will where appropriate take disciplinary action in order to correct and mitigate inappropriate behaviour in accordance with the University's discipline regulations and Section 4 of these Regulations.

4. Disciplinary Procedure

- 4.1 To promote an appropriate living environment and to protect all residents it is sometimes necessary to take disciplinary action against individual and groups of residents where breaches of these Regulations occur.
- 4.2 If an allegation of a breach of these Regulations occurs, the alleged breach will be investigated by Residence Support and the resident or residents alleged to have been involved will have the opportunity to make representations in person or in writing
- 4.3 The right is reserved to the University, depending on the circumstances of each case, to move a student on a temporary basis within the Halls of Residence pending the outcome of any investigation, whether internal or one carried out by external authorities. This will be done where in the opinion of the University it is in the best interests of either the student or the University community. Written reasons for the decision will be given to the student.
- 4.4 If following an investigation it is found that there has been a breach of these Regulations disciplinary action will be taken. Depending on the severity and/or frequency of the breach, penalties include;
 - 4.4.1 Oral warnings
 - 4.4.2 Written warnings copied to Personal Tutors/Supervisors
 - 4.4.3 Written warnings and fines to a maximum of £100 copied to Personal Tutors/Supervisors.
 - 4.4.4 Instructions to a student to move room or hall
 - 4.4.5 Notice To Quit accommodation copied to Personal Tutors/Supervisors
 - 4.4.6 A referral to the Dean of the relevant Faculty or to the Chair of the Committee of Discipline to invoke the University's Disciplinary Procedure (see <http://www.calendar.soton.ac.uk/sectionIV/discipline>)
- 4.5 Any student subject to disciplinary action has a right of appeal in the first instance to the Assistant Director of Student Services and Head of Wellbeing, University of Southampton, SO17 1BJ or his/her appointed nominee. This must be received within 7 days of the resident being formally notified of this action.

5. Occupancy and Termination

5.1 Eligibility

- 5.1.1 **To be eligible for accommodation you must be a registered student in *full time* education at the University of Southampton. During the period of your residence agreement should you, at any stage, no longer be in full time education the University reserves the right to require you to leave halls within 7 days of the change in your registration.**
- 5.1.2 **We will consider providing accommodation for those without full time registration on the merits of the individual case. We are unable to guarantee accommodation to students visiting the University on an exchange programme.**
- 5.1.3 **Irrespective of a resident's student status these regulations are binding.**

5.2 Period of Residence

- 5.2.1 **All students should note that liability for payment of residence fees will commence once a place has been formally agreed by accepting the Offer of Accommodation/or taking possession of the keys and/or taking possession of the accommodation, whichever occurs first. You will be charged accommodation fees from the 'charge from date' stated in your contract.**
- 5.2.2 **The period of residence is set out in your Residence Agreement.**

5.3 Your Responsibilities:

- 5.3.1 **To have accepted the offer of accommodation prior to arrival**

- 5.3.2 To pay your Residence Fees on the due date
- 5.3.3 To remain in residence for the entire duration of your contract
- 5.3.4 To notify us if you are arriving before or after the start date of your Residence Agreement. Please note that if you are arriving outside the dates of your contract there will be additional charges for the extra nights of accommodation payable upon arrival. The University has complete discretion whether to grant a request to arrive before the start date of your Residence Agreement.
- 5.3.5 To arrive within 24 hours of your contract start date or inform us in writing if you are arriving later. Please note you are still liable for fees from the start date of your contract if arriving late.
- 5.3.6 To vacate your accommodation by 10am on the final day of your contract
- 5.3.7 To return the keys to your accommodation by 10am on the final day or accept liability for payment of the room thereafter until the keys are returned
- 5.3.8 To ensure that your accommodation is left in a reasonable state this would include being clean, free from possessions and rubbish when you leave
- 5.3.9 To ensure that the fees for your accommodation are paid in line with the University's financial regulations (which can be found online at <http://www.soton.ac.uk/finance/central/fnregs.html>)
- 5.4 **Our Responsibilities:**
- 5.4.1 Subject to payment of the Residence Fees and your compliance with your obligations, provide the accommodation as specified for the period of your residence agreement
- 5.4.2 To ensure that the accommodation is clean and prepared for your expected arrival
- 5.4.3 To hold your room if you inform us you are arriving later than the start date of your contract. Please note that you will still be charged from the start date stated on your contract
- 5.4.4 Your Residence Agreement gives you the right to occupy your hall but does not give you exclusive possession of a particular room. Whilst students will normally be staying in the accommodation they are allocated to, the Hall Manager, Residential Support Advisor or Assistant Director of Student Services may require a student to move to other Accommodation in the same Halls of Residence, or to another of the University's Halls on the giving of not less than 7 days written notice, unless there is an emergency situation. As it would not be possible to state in these Halls Regulations exhaustively all the different types of emergency, the University reserves the right to exercise its discretion (acting reasonably) depending on the circumstances of each individual case.
- 5.4.5 Part-catered residents - please note that food will not be provided on Bank Holidays or during University vacation periods.
- 5.4.6 When you leave the University will carry out its own survey of the room (including the shared kitchen, if applicable) and the following actions will be taken;
- Any items left will be treated as abandoned and disposed of appropriately
 - Any important documents found will be passed to the Halls' Management office who will contact you at the last known address we have for you before you came to the Halls, so please ensure this is kept up-to-date
 - There is a £10 administration fee as well as any postage payable, before we will send any important documents to you.
 - Important documents will only be kept for 6 weeks from the date we write to you. After that date they will be destroyed.
- 5.4.7 Please note that the University is not able to accept liability including but not limited to any expenses, losses or costs, incurred by you due to any items, including the important documents, being left in the accommodation after you have handed back the keys and/or left the University's Halls of Residence on your designated day of departure.
- 5.4.8 In the event of any items being posted to you, this is at your risk and the University cannot accept any responsibility if the item(s) goes astray
- 5.5 **Transfer**
- 5.5.1 If for any reason you wish to transfer from one room to another or between different halls of residences you should complete a transfer form. These are available from Halls of Residence receptions or offices, the Student Services Centre and online. It should be submitted to the Hall Manager of your current Hall who will arrange a

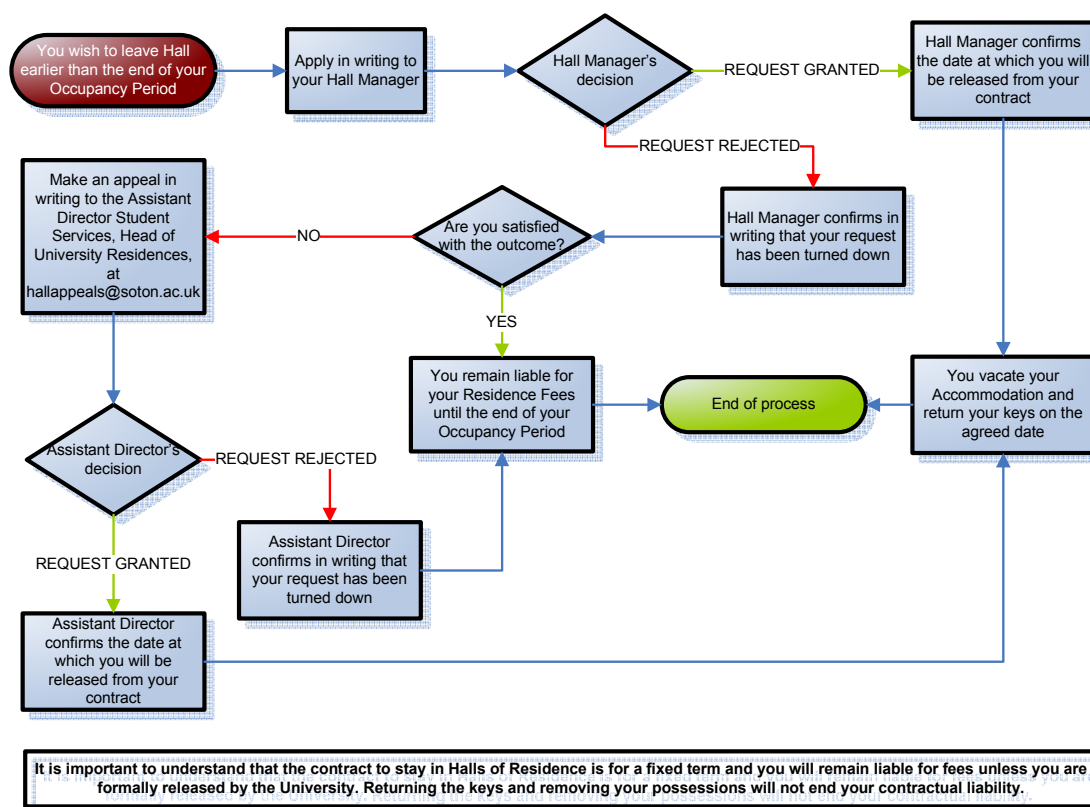
transfer if possible. Please note there is an administrative fee of £50 to transfer accommodation for second or subsequent transfers.

5.6 Sub Letting and Guests

- 5.6.1 **No one other than yourself may live in your room. Subletting, sharing and/or the loaning of your accommodation is not allowed under any circumstances.**
- 5.6.2 You are allowed an overnight guest who must be 18 years or older. If the guest is to stay more than 7 nights, then you must seek the permission of the Halls Manager, giving the name and age of the person staying.
- 5.6.3 The University reserves the right in its entire discretion to ask any guest (which term includes any relative) or visitor to leave the Halls or Residence immediately.
- 5.6.4 Your guests/visitors are expected to be considerate of the needs of other occupiers of the Halls of Residence.

5.7 Early Release from Contract

- 5.7.1 **Acceptance of an Offer of Accommodation means that you are contractually bound to stay in the Accommodation for the full occupancy period.**
- 5.7.2 **Early release from this contract is only possible where the University can replace you with no financial loss to the Institution. Pre-existing vacancies of the same type and location must be filled before a replacement can be considered for you.**
- 5.7.3 **In exceptional circumstances we will consider an application for early release from your contractual liability even if we cannot replace you. In these circumstances you will need to provide, to the University's satisfaction, suitable evidence to support your case for early release.**
- 5.7.4 **If the University is able to early release you from your contract your liability for the upkeep and payment of your room will last for thirty days from the release or until your keys are returned (whichever is the later date). Regardless of any release from your contract you will continue to be charged for the room until your keys are returned.**
- 5.7.5 **If you do leave Halls early for any reason it is your responsibility to**
 - **dispose of any items from your room appropriately**
 - **leave your room clean**
 - **close and lock your windows**
 - **return your keys**
- 5.7.6 Please refer to the flow diagram below to guide you through this process.



You can contact Hall Managers at the following addresses:

- Glen Eyre: gleneyrehalls@soton.ac.uk
- Wessex Lane: wessexlanehalls@soton.ac.uk
- Small Halls: smallhalls@soton.ac.uk

5.8 Access to Accommodation

5.8.1 In order for the University to inspect, repair and maintain its property we may need access to your Accommodation. It may also be necessary for the employees or contactors of outside bodies, which supply services to the Halls of Residence (such as, but not limited to, the gas, water and electricity companies) to have access to your Accommodation. You agree to allow access as set out in 5.10 below.

5.9 Your responsibilities:

- 5.9.1 You must not allow access to unknown or unidentified persons presenting at your accommodation. In such circumstances you should contact a member of staff for assistance**
- 5.9.2 To allow access to your accommodation, upon production of appropriate ID, to all members of staff and/or University contractors**

5.10 Our responsibilities:

- 5.10.1 To serve the following notice of our intention to access your accommodation:**
 - **Emergency Access** – should we feel the situation is an emergency; the University will access your accommodation immediately irrespective of whether you are present. If you are not present we will leave notification we have been there and why
 - **Urgent Access** – we will give a day's notice of our intention to access your accommodation including the reasons for access
 - **Planned/Routine Access** – we will give you at least 7 days notice of our intention to access your accommodation including the reasons for access

5.10.2 To ensure all Staff, Contractors and Public Services representatives are aware they must display valid ID when working in halls of residence

6. Payment of Residence Fees and Prepayments

6.1 Included in your offer of accommodation are the fees payable and the schedule of payments to your accommodation.

6.2 Your responsibilities

6.2.1 You must be aware of the University's Financial regulations at <http://www.soton.ac.uk/finance/central/fnregs.html>

6.2.2 You must review your Financial Account regularly by logging onto the Sussed portal, clicking on the Resources tab and the 'My Financial Account' link. This will detail any outstanding accommodation fees

6.2.3 You must pay your fees in advance or have an acceptable method of payment in place and should make appropriate arrangements to pay your accommodation fees in time. The University's preferred payment method is by Direct Debit

6.3 Our responsibilities

6.3.1 We will process any payments in a timely manner

6.3.2 We will notify you of any outstanding debts incurred

6.3.3 We will issue a Notice to Quit your accommodation if your debts are not cleared within a reasonable time. (NB. This is a legal process which terminates your contract and you will have to find alternative accommodation whilst still being liable for the debt owing to the University).

6.3.4 To inform Academic Schools and relevant Professional Services of any outstanding debt and action taken as appropriate

6.3.5 The University will not allow any student to enrol for the next year of their course of study if they have an outstanding accommodation debt

6.3.6 The University will pursue normal debt recovery practices proactively

6.3.7 Students are not entitled to have access to facilities including accommodation unless they have both enrolled and paid for tuition

7. Health and Safety

7.1 To achieve the necessary standards of Health and Safety, a positive commitment is required from all members of the University.

7.2 Your responsibilities

7.2.1 You must not create hazards for yourself or others

7.2.2 To take all reasonable steps to ensure that your own health and safety, and that of anyone else who may be affected by your actions, is not compromised in any way

7.2.3 To keep all rooms, passageways, stairways, exits and fire exits on Hall Premises clear of obstruction and combustible materials at all times

7.2.4 You must not bring bicycles into any part of any building unless it is an authorised bike shed

7.2.5 To take all reasonable steps to ensure that no rubbish, refuse or any other materials are placed or left to create obstruction in the sinks, baths, showers, lavatories, cisterns and any other pipe work

7.2.6 Take care to ensure that any spillages are cleaned up quickly

7.2.7 To ensure all food products, crockery, cutlery and cooking utensils are maintained, stored safely and hygienically

7.2.8 To dispose of all rubbish and use all general waste and recycling facilities as instructed

7.2.9 You must not leave litter anywhere in or around the Halls of Residence and their grounds.

7.2.10 To familiarise yourself with the Halls of Residence Fire Procedures and with any other publicised emergency procedures including Personal Emergency Evacuation Plans (PEEPs) (if appropriate). You will be contacted separately if you require a PEEP

7.2.11 If the University deems at any point that you do require a PEEP whilst residing in University accommodation the process will be discussed with you. If you do not engage with the PEEP process or fail to agree to the proposals made without good

reason the University will be entitled to issue you with a Notice to Quit and terminate your Residence Agreement.

- 7.2.12 Comply with any restrictions on outdoor activities within Halls of Residence grounds, e.g. barbecues
- 7.2.13 Not to play ball games anywhere on the Halls of Residence sites, except in designated areas
- 7.2.14 Not to wedge Fire Doors open. These are designed to protect escape routes and prevent the spread of toxic smoke and fumes.
- 7.2.15 Not to leave cooking unattended under any circumstances
- 7.2.16 Not to use candles or incense in any part of the hall
- 7.2.17 Not to misuse any equipment installed for the safety of yourself and other residents. **It is a criminal offence to wilfully set off, damage or misuse any fire exit, fire extinguisher, fire alarm, fire detector or any other emergency appliance provided for the safety of residents**
- 7.2.18 To evacuate the premises immediately when the fire alarm is sounding and not to return until instructed to do so by University staff or the Fire Service
- 7.2.19 To ensure that personal possessions used in your accommodation meet UK fire, electrical and safety regulations and standards
- 7.2.20 You must not have any fridges, freezers, heaters, microwaves or other domestic appliances in your room/flat. Rice cookers, kettles and toasters are allowed in the kitchens areas only if they meet the required safety standards
- 7.2.21 You must not interfere with, or add to, any of the provided services or utilities such as lighting, heating, white goods, data connection, fixtures and fittings
- 7.2.22 To notify Halls of Residence Management of any damage, fault or disrepair as soon as you notice it
- 7.2.23 You are advised to register with a local GP and to look after yourself. Where you require onsite medical assistance, ensure the Residential Support Advisers or Halls of Residence Management are notified
- 7.2.24 Not to bring into hall items of soft furnishings such as chairs, sofas and curtains.

7.3 Our responsibilities

- 7.3.1 To deliver the Health and Safety at Work Legislation
- 7.3.2 To ensure all employees and residents take all reasonable steps to maintain their own health and safety and that of anyone else who may be affected by their actions
- 7.3.3 To ensure all works undertaken on the premises are carried out by competent approved contractors engaged and controlled by the University
- 7.3.4 To keep all passageways, stairways, exits and fire exits on Hall Premises clear of obstructions and combustible materials at all times, this includes decorations, e.g. Christmas trees etc. Any bicycles found inside buildings will be removed and put into storage. A charge for the removal will be applied to the student claiming the bicycle. Proof of ownership must be provided.
- 7.3.5 To report to the Dean of the Faculty and the University's Health and Safety Committee any malicious activation or interference with all fire safety equipment
- 7.3.6 To ensure the premises are evacuated during a fire alarm and not re-occupied until the appropriate clearance is given
- 7.3.7 To regularly inspect your accommodation including communal areas and remove from the premises any products or equipment which contravenes fire, electrical, health and safety regulations and standards
- 7.3.8 To ensure all services and facilities provided in your accommodation meet fire, electrical and safety regulations and standards
- 7.3.9 To ensure any damages, faults or disrepairs are rectified as soon as is possible and in line with the Service Standards displayed in the hall

8. Security

- 8.1 Security is the responsibility of every member of the University including its students.

8.2 Your responsibilities:

- 8.2.1 Not to allow any unidentified person onto the premises
- 8.2.2 Not to give out door codes, loan keys or wedge lockable doors open
- 8.2.3 To inform University staff immediately of any security concerns
- 8.2.4 To keep windows securely locked when you are out
- 8.2.5 To lock your doors when you leave your room

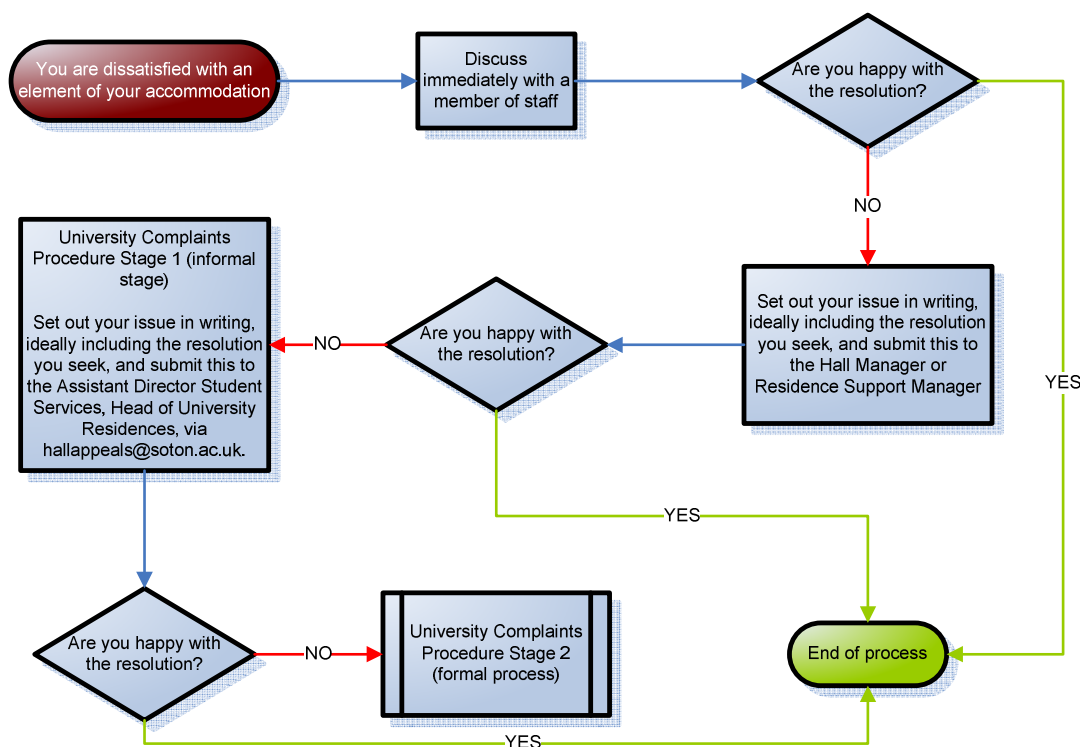
- 8.2.6 To ensure self closing doors close and lock after use
- 8.2.7 Report lost keys immediately to your Halls management, via Reception, immediately you become aware they are missing
- 8.2.8 Not to duplicate the keys to your accommodation

8.3 Our responsibilities:

- 8.3.1 To record and monitor all incidents and security related matters
- 8.3.2 Maintain and monitor the CCTV equipment in and around Halls of Residence
- 8.3.3 To ensure the security measures in place are maintained and in good order
- 8.3.4 To replace lost keys for a charge

9. Complaints

9.1 We encourage residents to let us know if they are unhappy with any aspect of the accommodation. Residents should use the following flow chart to guide them to submit a complaint about the service or facilities received in Halls. As contracts for Halls are between the University and a student we are only able to discuss your concerns directly with you and not with a third party.



- 9.2 You can find the Regulations Governing Student Complaints in the University Calendar, at <http://www.calendar.soton.ac.uk/sectionIV/index.html>.
- 9.3 You have further rights of complaint to the governing body of the UUK Code of Practice for the Management of Student Accommodation if you have used the above complaints process and remain dissatisfied and your complaint relates directly to an element of the code. (See <http://www.universitiesuk.ac.uk/acop/>)

10. Amendments to the Halls Regulations

- 10.1 Any regulation contained in these Halls of Residence Regulations may be amended, deleted or substituted by the University to correct any error or omission provided that:
 - it does not materially affect the Regulations
 - the Regulations are no more onerous
 - the Regulations remain fair and equitable for all students

11. General Information

- 11.1 **It is your responsibility to insure your personal possessions against loss, theft or damage. The University does not insure your personal belongings.**
- 11.2 You are not allowed to conduct any form of business, trade, profession or employment or any other commercial activity including casual agreements resulting in any non-residential use of the Premises even if you do not receive any income. You should be aware that this includes using the Halls of Residence address, internal mail system, Halls of Residence notice boards, the Student Telephone Service and the Student Data Network.
- 11.3 The University cannot guarantee the continuity of the electricity, gas, water, television reception, telephone and data network service supplies to the Halls of Residence as such services are not entirely subject to the University's control. Therefore the University will not accept any responsibility or liability for any losses which may be incurred as a result of any interruption in the supply of these services. You are strongly urged to 'back-up' any data relating to your course at regular intervals.
- 11.4 Student educational and professional development activities associated with University ICT resources will take priority over other network activities from Halls of Residence.
- 11.5 Below are links to useful information on the University's website.
- 11.6 Substance Misuse Policy - This policy also gives guidance on alcohol related behaviour and smoking practice - <http://www.southampton.ac.uk/hr/managing/performance/substance.html>
- 11.7 The University's Disciplinary Procedure - <http://www.calendar.soton.ac.uk/sectionIV/discipline>
- 11.8 The University's Dignity at work and study policy - http://www.soton.ac.uk/hr/managing/diversity/Dignity_at_work_and_study_policy.doc
- 11.9 Car parking - <http://www.southampton.ac.uk/estates/services/carparking/index.html>

12 Application of Contracts (Rights of Third Parties) Act 1999

It is not intended that any person will be entitled to enforce any provisions of the Residence Agreement who would not have been so entitled but for the enactment of the Contracts (Rights of Third Parties) Act 1999