

**UNDERGRADUATE STUDENT COMMON ROOM POLICY**

**St George Clinical School, Clinical Teaching Unit**

**Ground Floor, Research & Education Centre**

This policy is subject to ongoing review and change: January 2012

**This policy applies to all Undergraduate Students of the St George Clinical School, The University of New South Wales located on the ground floor of the Research & Education Centre Student Common Room**

**FACILITY USE:**

Use of the Student Common Room on the ground level of the Research & Education Centre is primarily for UNSW Undergraduate Students of the St George Clinical School, Clinical Teaching Unit

**The Clinical School ask that you look after and maintain the furniture and equipment in this room as the facilities available are for student use**

**AVAILABLE FOR OCCUPANTS:**

Study Area – Two fold away study desks with 8 chairs

Dining Area – A dining table with 6 utility chairs

Lounge – Modular lounge, 4 ottomans and a storage cabinet, 2 round coffee tables

TV – Flat panel LCD television with built in DVD player

Kitchenette – Microwave, sandwich press, fridge freezer, zip hot and cold filter tap

Notice board and whiteboards

Phone line 9113 2569 or Ext 32569 from inside the hospital

Tea, coffee & milk will be provided, please see your admin staff for supplies

**RULES:**

* Keep the common room tidy at all times
* Keep the kitchen area clean and tidy at all times, keep bench top surfaces clean and dry. Spray and wipe is available under the kitchen sink
* Do not leave dirty items in the sink, wash all your own dirty dishes
* Return all mugs and glasses after use
* No alcohol to be kept on these premises or consumed in this facility
* Only food and drink to be housed in the fridge
* The microwave is for heating food only
* A sandwich toaster/press is available for use
* Report all faults or problems to the admin staff in the Clinical Teaching Unit

**DO NOT REMOVE FURNITURE OR OTHER ITEMS FROM THIS ROOM;** The Clinical School will not replace items that are taken; items that go missing will only inconvenience the user

The Clinical School is not responsible for the loss of personal items you leave in the room. DO NOT leave personal or valuable items unattended in the student common room.