

Residential Code of Conduct

Living in university residences is a great way to make new friends and settle in quickly to student life. The accommodation is designed to provide students with suitable living conditions, a pleasant atmosphere for studying and the chance to meet people from different backgrounds and cultures. It offers students an independent lifestyle, and in return we expect students to live together responsibly, without close supervision or interference from members of staff.

The residential Code of Conduct provides clear guidelines on the responsibilities of Residents. All are required to familiarise themselves with their responsibilities and abide by the Terms and Conditions of their Accommodation Contract. The Residential Code of Conduct and other policies listed form part of the Accommodation Contract. Any resident who breaches the Terms and Conditions of the Accommodation Contract or Residential Code of Conduct may be subject to Sanctions and /or Disciplinary Procedures.

Conduct

The resident must conduct themselves at all times in a responsible and proper manner with due consideration for University staff, other residents, local residents and members of the public. Conduct related to the Halls of Residence, which is alleged to be a breach of the Residential Terms and Conditions, Residential Code of Conduct, Accommodation policies or University Regulations, will be dealt with in accordance with the provision of regulations as detailed in the [Student Conduct and Sanctions](#) or the [University Code of Student Conduct](#). Any alleged conduct that constitutes a criminal offence may be reported to the police. Accommodation or University Disciplinary Action may also follow.

1. Antisocial behaviour

- 1.1. Residents and their guests must always be considerate towards fellow residents and the staff of the University.
- 1.2. Residents are entitled to live free of disruption, intimidation, or harassment from other residents.
- 1.3. Offensive, indecent, disorderly, threatening, or disruptive behaviour or language by residents towards other residents, University staff, maintenance /domestic contractors, neighbours and visitors will not be tolerated.
- 1.4. Official disciplinary action may be taken against unruly and drunken behaviour or misconduct and may be reported to the police.
- 1.5. Residents must not do anything which is likely to cause injury, to put safety at risk, or to damage property.

2. Noise - full policy can be found at

<https://www.gla.ac.uk/myglasgow/accommodation/policiesandprocedures/>

3. Good Neighbour – full policy can be found at

<https://www.gla.ac.uk/myglasgow/accommodation/policiesandprocedures/>

4. Parties

- 4.1. For safety reasons parties cannot be held in the University accommodation facilities.

5. Visitors and overnight guests

5.1. While Scottish Government Covid-19 rules allow, all residents will be able to have a guest to stay overnight in their bedroom but they must comply with the overnight guest policy: [Accommodation Services – Policies and Procedures](#)

5.2. Where Scottish Government Covid-19 rules allow visitors:

5.2.1. Residents are allowed to receive visitors in their bedrooms between the hours of 08.00am and 12 midnight. For Health and Safety reasons and to minimise noise levels only one resident or non-resident visitor will be allowed at any one time.

5.2.2. The host resident must obtain the consent of his/her flat mates for any guest.

5.2.3. Guests or visitors are not permitted to enter or use the study bedroom or other communal areas of the flat without the host being present.

5.2.4. The guest must abide by the Terms and Conditions of the hosts Accommodation Contract. The host resident is responsible for the behaviour of their guests or visitors whilst they are on university premises and will be held financially liable and required to pay for any damage and/or loss they may cause. Visitors will be required to leave campus if they contravene the Code of Conduct.

6. Harassment

6.1. The University is committed to ensuring a learning, working, and living environment in which the dignity of all individuals is respected. Harassment is any unwanted behaviour which is perceived as harassment by the victim or anyone dealing with the incident. There is no single definition of harassment and what may be acceptable to one resident may be perceived differently by another. Examples of the sort of behaviour which might constitute harassment are:

6.1.1. Unacceptable comments, remarks, suggestions, abuse, obscenity, leering, bullying, mocking, threats, intimidation, receipt of verbal or written comments, posters, graffiti, physical contact, coercion, etc.

6.1.2. Students may be harassed for many reasons, amongst the most common of which are age, race, disability, gender identity, sexual orientation and religion or belief.

6.1.3. Abusive, threatening or violent behaviour towards other Residents, members of University Staff, Visitors or Guests invited into University residence.

6.2. Harassment of fellow Residents, University Staff, Visitors to the University or neighbours because of their age, race, disability, gender identity, sexual orientation and religion or belief will not be tolerated.

6.3. Any form of harassment of other Residents, members of staff or members of the public is deemed wholly unacceptable, and offenders will be referred under the University Code of Student Conduct and risk having their Accommodation Contract terminated.

7. Drugs and use of illegal substances

7.1. The "Misuse of Drugs Act 1971" makes it an offence to possess, use or supply to other persons, any controlled drug. The Act also makes it an offence for the occupier of the premises, or a person concerned in management of any premises to knowingly permit or suffer any of several activities to take place on those premises. The activities specified in the Act include smoking cannabis or cannabis resin and supplying or attempting to supply a controlled drug to another person. The University, as a landlord, is obliged to comply with the Act and notify the police if a

student is found to be in possession of drugs or to be supplying or producing illegal substances.

- 7.2. Staff, students and visitors are clearly required to comply with the law and therefore residents may not bring in or cause or allow to be brought into the accommodation any unlawful drugs or other such substances.
- 7.3. Anyone found using, supplying or producing illegal substances will face Disciplinary Action, may have their Accommodation Contract terminated (on the grounds of misconduct) or face further action being taken under the University Student Code of Conduct, and will be reported to the police.

8. Offensive weapons

- 8.1. Keeping or using a firearm or any other offensive and dangerous weapon or items that resemble such, such as an air pistol, a martial arts weapon, a ball-bearing gun, a catapult or banned or dangerous knife, is strictly prohibited within the Accommodation and the University.
- 8.2. Using any object in an offensive or dangerous manner or in a manner which is likely to frighten others is also strictly prohibited.
- 8.3. Residents who break this regulation, may be investigated under the University Student Code of Conduct and have their Accommodation Contract terminated immediately, and may be reported to the police.

9. Instructions by University staff

- 9.1. Residents must follow proper instructions given by any member of University staff who is on duty, and who identifies himself/herself, this includes Living Support Staff. This is particularly important in respect of any instruction given in the event of a fire or any emergency but includes reasonable instructions the intention of which is to require residents to cease making noise or to comply in any other matter of behaviour.
- 9.2. Disciplinary action may be taken against anyone who does not comply with reasonable instructions by University staff or uses offensive language or behaviour towards any member of University staff. Investigation may be with the Warden or Student Life Manager or in some cases referred under the University Student Code of Conduct. See [Escalation Levels](#) for further detail.

10. Recharge Policy– full policy can be found at

<https://www.gla.ac.uk/myglasgow/accommodation/policiesandprocedures/>

- 10.1. Each resident shares responsibility for the communal areas within their flat and has a personal responsibility for their study bedroom.
- 10.2. Damage within the residences should be reported to the residence site office and necessary repairs will be carried out. Any recharges will be issued in accordance with the recharge policy.
- 10.3. If individual(s) responsible for damage do not accept responsibility, during the investigation stage, all residents sharing the facility, will be held jointly liable.
- 10.4. In the case of malicious damage, the resident may invoke investigation and disciplinary action by the Warden or Student Life Manager or in some cases be referred under the University Student Code of Conduct. See [Escalation Levels](#) for further detail.
- 10.5. Residents are responsible for non-return or loss of keys, and any deterioration of furniture, fittings or structure of their room not due to wear and tear.
- 10.6. Residents are not allowed to redecorate or alter any part of the flat or student development.

11. Reporting repairs

- 11.1. Residents have a responsibility to keep the accommodation in good order and must report any faults or damage to either the flat or the appliances through the correct [form](#) as quickly as possible.
- 11.2. If a repair has not been completed in a timely fashion, residents should speak to the Site Office to receive an update on progress.

12. Cleaning

- 12.1. Residents are expected to keep their rooms clean and tidy and it is the responsibility of all residents to keep the communal areas clean and tidy. Failure to maintain clean and tidy flats may result in fines to return the accommodation to an acceptable standard. See Unacceptable Flat Guidelines <https://www.gla.ac.uk/myglasgow/accommodation/policiesandprocedures/>
- 12.2. For the avoidance of doubt regarding the cleaning of the communal areas of the premises, Residents are responsible for:-
 - 12.2.1. The cleaning of kitchens to include all kitchen utensils and equipment The correct disposal of rubbish.
 - 12.2.2. The cleaning of food preparation and storage areas, ovens, microwaves and cleaning areas after use
 - 12.2.3. The appropriate cleaning of bathroom and toilet facilities after use

13. Fire Safety - full policy:

<https://www.gla.ac.uk/myglasgow/accommodation/policiesandprocedures/> and Student Sanctions: <https://www.gla.ac.uk/myglasgow/accommodation/policiesandprocedures/>

- 13.1. Residents are responsible for studying the fire instruction and must be aware of the Fire Regulations and evacuation procedure detailed in the policy above.
- 13.2. For the avoidance of doubt smoking cigarettes or electronic cigarettes (vaping) is strictly forbidden inside all University buildings.

14. Security

- 14.1. Residents should ensure that all doors are closed securely when entering or leaving the premises. Do not allow anyone who is not a resident to come into the building behind you (i.e. tailgating).
- 14.2. Residents must ensure that front doors and room doors are always locked, otherwise personal security and that of your belongings may be at risk.
- 14.3. Window safety catches must not be removed, unlocked or damaged by residents.