



**FOR THE SAFETY AND WELFARE OF YOU AND OTHERS,  
THE FOLLOWING GUIDELINES APPLY**

1. Please obtain consent from fellow residents of your flat.
2. Please submit your request with a minimum 24 hours' notice to the site office.
3. Guests can stay for a maximum 3 nights, per calendar month, with one guest per flat allowed at any one time (1 per 5 students for larger flats).
4. Guests must sleep in your study room and not in communal areas.
5. Overnight guests are strictly prohibited from staying in shared rooms.
6. Please ensure your guest carries the top part of the form with them at all times.
7. Complaints from fellow residents regarding your guest's unacceptable behaviour could result in your guest being asked to leave immediately.
8. Your guest is responsible for familiarising themselves with action to take in case of fire alarm activation.
9. We reserve the right to remove guests from the accommodation if they breach any Health and Safety guidelines or terms of your accommodation contract. We would also refer you to Part 2 Section (ao) of your contract, which states that "the Student will be responsible and liable for the actions and behaviour of any guest(s) and the actions and behaviour of the guest(s) will be treated as the actions and behaviour of the Student".
10. Guests showing symptoms of Covid -19 must not visit your accommodation and it is strongly recommended that guests obtain a negative Lateral Flow test 24 hours before arrival.