



Broken Hill
University Department of Rural Health



BHUDRH **Student Accommodation and Facilities** **Terms & Conditions**



Far West NSW Updated October 2019



For further information please contact the
Broken Hill University Department of Rural Health on 08 8080 1200.

Web: www.bhudrh.com.au

www.facebook.com/bhudrh/



[brokenhilludrh](https://www.instagram.com/brokenhilludrh)



**STUDENT ACCOMMODATION AND FACILITIES
TERMS AND CONDITIONS**

1: WELCOME

The Head of Department and staff welcome you to the Broken Hill University Department of Rural Health (BH UDRH) student accommodation. The BH UDRH, is a multi-disciplinary Department and as such caters for students from a range of Australian and International Universities.

It is important to always remember that your conduct will directly affect those living around you. We ask that you take the time to read this document and consider it at all times.

2: FACILITY STAFF

The Accommodation Manager is Mr Steve Fazulla (0418 699 702).

Mrs Karen Drust looks after Housekeeping.

Any issues involving accommodation are to be referred to the Accommodation Manager in the first instance. Students are required to follow the directions of Steve and Karen.

Steve and Karen's hours of work are between 7am and 3pm, Monday to Friday. Students must make a time during these hours should they wish to meet with either Facility Staff.

Please consider your call outside of the hours 7am to 3pm and weekends. If it is something that can wait until normal office hours then please wait but if it is an emergency don't hesitate to call.

3: ARRIVAL AND DEPARTURE

Arrival:

On arrival students are to proceed to the Broken Hill Health Service Reception desk (main entrance off Thomas Street), or if after hours, to the Emergency Department (entrance off hospital car park) to collect room keys. The Broken Hill Health Service is open 24 hours, seven days a week. Students are responsible for the security of accommodation keys.

Students are welcome to **move into their accommodation from 12 noon the Sunday prior to their placement commencement date.** If students choose to arrive prior to Sunday, please contact the Student Placement Team 08 8080 1200 to discuss options as students may need to arrange their own accommodation before moving into the BH UDRH facility at their own expense.

Departure:

On departure, please leave the keys on the kitchen table in your accommodation. **Please do not return the keys to the hospital reception.**

All students must **vacate their rooms by 9am on the Friday of their last placement week.**

Students may seek approval to stay on the last Friday night of their placement, at a cost of \$50. This request can be selected when students are completing the online application or by contacting the Accommodation Manager via email stevefazulla359@internode.on.net during their first week of placement, and then pay the fee, if approved, via the StarRez portal. **Any requests made during the last week of your placement will not be considered.**

Students are not permitted to extend their accommodation period.

Lost or misplaced keys and room lock outs:

If a student has lost or misplaced their room keys or has been locked out of their accommodation facility, the Accommodation Manager is to be contacted.

Where a student forgets a room key and is locked out of the accommodation after 9pm and before 7am;

- Contact the Accommodation Manager to unlock the accommodation, no charge will be made to the student.

4: FACILITIES**Telephones:**

Telephones are not provided in all accommodation facilities. It is suggested that all students bring their mobile phones on placement. Telstra is the most reliable network provider in the far west.

Internet:

Internet is provided in most of the accommodation facilities, however, access is not unlimited. Activities such as online games, music and movie download use a considerable amount of the available allowance so should be kept at a minimum. Once the available allowance has been reached, the internet will slow down to dial up speed until the next reload date. If dial up speed is not adequate for students to manage their academic requirements, after-hours access to the BH UDRH Computer Lab can be arranged. For a deposit of \$20 cash an after-hours access card is available. Students can contact the Finance Officer at the BH UDRH on 08 8080 1238 to arrange.

Mountain Bikes:

Mountain Bikes are available for use by students whilst on placement for a deposit of **\$120 cash**. The bike will be the sole responsibility of the student to whom it is allocated for the placement duration. \$100 is redeemable at the end of the student's placement, depending on the return of the bike in reasonable condition. Students are to contact the Accommodation Manager during business hours (7am and 3pm, Monday to Friday) to arrange.

Students are required to sign a release form before hiring a bike, which are available by contacting the Student Program team. During peak periods of placement, the demand for bikes may be greater than availability.

Students must ensure that the bikes are kept secure, using the combination locks provided, when not in use. Students are responsible for ensuring that the bikes are returned to the accommodation each day, and **MUST** be secured in the designated area depending on which house/unit the student is located. At no time are students permitted to leave bikes overnight, unattended around town. Students must immediately report the loss of any bike to the Accommodation Manager.

The designated 'lockup' areas are;

- Bromide St Rooms 1-17 – Bike Shed
- 91 Morgan Lane units 1-2 – Rear of units, near clothes lines, secured to fence pole
- Cummins St units 3-8 – Rear of Units 3, 4, or 5, secured to fence pole/rail
- 160 Morgan Lane units 9-10 – Rear of Units, secured to pole
- Oxide St Flats – Rear of flats, secured to pole

Any bikes which are not secured, or not secured in the designated areas will be confiscated and the deposit returned to the students.

Bike helmets are available and must be worn at all times. It is an offence to ride a bike without a helmet in Australia.

Lights for early morning and night riding are available from the Accommodation Manager at a deposit of **\$20 cash**. The deposit will be reimbursed upon the return of the lights in working order.

Any mechanical issues with the bikes should be brought to the attention of the Accommodation Manager immediately.

Swags:

Swags are available for students' use whilst on placement. A deposit of **\$50 cash** is required and will be repaid upon the return of the equipment in a clean and as new condition. Students are to contact the Accommodation Manager during business hours (7am and 3pm, Monday to Friday) to arrange.

All swags must be returned within one (1) week of borrowing, bookings can be made for future use.

Bedrooms:

Bedrooms are for the exclusive and sole use of the students.

Bedrooms must be kept locked and students must carry their key at all times. The BH UDRH does **NOT** take responsibility for money or valuables lost or stolen from a student's bedroom.

Bedrooms can be inspected by facility staff (two at any one time) if sufficient reason exists e.g. reported breach of conduct/security etc.

Entering a fellow resident's room without his/her permission is strictly forbidden.

Cleaning of bedrooms during the period of stay is the sole responsibility of the student.

Vacuum cleaners, cleaning equipment and clean linen are stored in either the laundry or the games room of the residences. Rooms will be fully serviced on the student's departure.

Nails, drawing pins, staples, and adhesive tape etc must not be used on facility walls or other painted surfaces furniture or woodwork.

Cooking is not permitted in the bedrooms.

THE USE OF CANDLES, NAKED FLAMES OR IMPLEMENTS WITH NAKED FLAMES IS STRICTLY FORBIDDEN IN ALL AREAS OF THE ACCOMMODATION FACILITIES INCLUDING THE BEDROOMS.

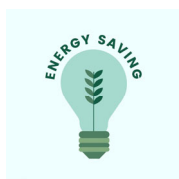
Students are not permitted to change rooms with other students without prior approval from the Accommodation Manager. If students are found to have changed rooms without prior approval, it may result in their accommodation being cancelled.

Common Rooms and Bathrooms:

Common Rooms and Bathrooms are the responsibility of the individual student and are to be kept tidy. When using shared areas please leave them clean as a matter of courtesy.

A TV and DVD player are provided.

Indoor furniture is not to be taken outside



Please assist us to reduce energy costs and be mindful of our environment. Students are collectively responsible to ensure there is no wastage of electricity, gas and water ie ensure gas heaters are turned off when no students are occupying their accommodation. Please help us by not wasting energy.

Laundry:

A washing machine and dryer is available in each residence for students' private use.

Bed linen is supplied.

Towels are NOT supplied

Kitchen:

A fully equipped kitchen is available in each house as a shared facility for students of the respective house. Each student is responsible for keeping this area clean and tidy after each use.

Students are to supply their own food.

All utensils, cutlery and crockery are the property of the BH UDRH and are NOT to be removed from the building.

Personal food in fridge/freezer should be marked with student's name and date and is NOT to be used by other students.

Cleaning:

Bedrooms and shared areas including living areas, kitchens, bathrooms and floors, remain the responsibility of the student to clean and maintain while on placement. Cleaning products, and equipment including vacuum cleaners, brooms etc are provided for students' use, and are located in the laundry areas of the facility.

A regular inspection will be carried out to ensure that a BH UDRH approved level of cleanliness is maintained. If the standard of cleanliness is deemed to be unsatisfactory, the students will be issued with a written warning and will have 24 hours to rectify. Failure to comply will result in each student in that house/unit being charged a \$100 cleaning fee, and may result in the students being evicted from the accommodation.

Rubbish Bins:

Students are responsible for emptying all internal rubbish bins into the external "wheelie" bins on a weekly basis.

Sanitary Bins:

BH UDRH staff (or contractors) will empty all sanitary bins each month, including any bins located in the bathrooms of Bromide St rooms 12-17.

Recycling:

Please do not store recyclable items in your accommodation. Please place in the normal garbage bin as Broken Hill does not have the facility for recycling and all goes to landfill. If recyclable items are found stored in the accommodation it will be removed and disposed of.

5: PETS

Pets are not permitted in any part of the student accommodation facilities, including remote sites of Wilcannia, Menindee, Wentworth, Balranald, Buronga, Bourke, Brewarrina, Lightning Ridge, Walgett and Cobar.

6: VISITORS & PARTNERS

Students are welcome to have visitors during their stay at reasonable times of the day or evening, provided they do not disturb other students. **VISITORS ARE NOT PERMITTED TO STAY OVERNIGHT IN ANY PART OF THE COMPLEX.** A breach of these conditions will result in the student's accommodation being cancelled.

Partners of long-stay students (6 month placement or longer) may be permitted to stay with the student in the accommodation for the term of the placement. The student will need to make a request with the Student Coordinator prior to commencement of placement, and a weekly fee is applicable.

7: MAINTENANCE

Students are asked to report damage or malfunctions of any fittings to the Accommodation Manager. Damage or loss of any items is the responsibility of the individual students in the residence.

If students are found to be tampering with or have damaged any fixtures within the accommodation facilities (including light fittings) the student may be charged with a maintenance fee of \$100 or possible eviction.

8: Air-Conditioning

The Morgan Lane and Cummins Street units have reverse cycle air conditioning with preset 2 hour timers.

Students must not tamper or damage the air conditioning control panels. Students are to contact the Accommodation Manager for assistance with any issues regarding the air-conditioning units.

9: BEHAVIOUR

Noise can be a serious problem in areas where people live, work and study together. Please refrain from any behaviour likely to annoy or disturb other residents (including the greater community i.e. residential neighbours).

NOISE LEVEL IS TO BE KEPT TO A MINIMUM BETWEEN THE HOURS OF 10PM AND 8AM

Please be considerate of those students who may be working nights and /or studying.

Students are encouraged to request other students to moderate their actions if they observe the behavior of other students is inappropriate. If the behaviour continues to escalate students are encouraged to call Broken Hill Police on (08) 8087 0299 or for more serious issues '000'.

9: SMOKING AND ALCOHOL

Smoking:

Smoking **IS NOT PERMITTED** anywhere within the BH UDRH accommodation facilities or premises.

Alcohol:

Is permitted in moderation in accordance with the attached Sydney University Policy and Guidelines.

10: SECURITY

All doors are to remain locked (students are encouraged to presume they are the last to leave). Windows have security locks fitted. Please ensure the locks are engaged when the windows are left in an open position.

11: FIRE AND EMERGENCY PROCEDURES

All accommodation facilities are fitted with smoke detectors and alarms. In the case of fire students must evacuate the facility as guided by the emergency evacuation procedures located in each room of the accommodation facilities, then ring '000'. The Accommodation Manager should also be called.

Students should familiarise themselves with the emergency procedures upon arrival to their accommodation.

The Bromide Street Accommodation Facility is fitted with a fire detection system. It is a serious civil offence to raise a false alarm. Anyone causing a false alarm may be charged a service fee of \$200. Tampering with Fire Extinguishers and smoke detectors is an offence and will also incur a fee.

11: MAIL

Students expecting to receive mail, should ensure it is addressed to their name as follows:

Student Name
c/- Department of Rural Health
Corrindah Court
PO Box 457
BROKEN HILL NSW 2880

If students are expecting mail please enquire at the reception desk of the BH UDRH or you will receive an email from the Student Program Team advising that you have mail to collect.

Mail is not to be addressed to the physical address of the accommodation facility.

Alcohol: Policy and Guidelines on Consumption

Approved by: Senate on 2 November 1992

Date of effect: 3 November 1992

1. Policy

- (1) The University recognises that alcohol consumption is an established part of life in Australia and is enjoyed by many members of the University community. The University will not attempt to stop drinking on the campus, but will encourage moderation in and a responsible attitude towards the consumption of alcohol. It will aim to create a climate that enables individuals to make a free and informed choice as to the level of their alcohol consumption, in an environment free of inducement and social pressure to drink to excess. The University's specific objectives are to:
 - (a) minimise alcohol-related harm to the individual;
 - (b) minimise alcohol-related damage to property;
 - (c) preserve the reputation of the University in the community;
 - (d) provide members of the University community with adequate information about alcohol and the consequences of its excessive use;
 - (e) offer appropriate forms of assistance to those for whom alcohol has become a problem.
- (2) While the University accepts that alcohol consumption is ultimately a matter of individual choice, it expects that those responsible for the organisation of functions which involve alcohol and those responsible for the management of venues at which alcohol is consumed will ensure that such functions and venues are conducted and managed in a manner consistent with the achievement of the above objectives.
- (3) To assist in the achievement of those objectives the University has established a number of specific guidelines relating to the conduct of functions and/or the management of venues within the University, at which alcohol is consumed. The guidelines assume that those responsible will observe licensing and other relevant legal requirements.

2. Guidelines

(1) Practices the University considers desirable:

- (a) structuring the price of function tickets to include the cost of admission, food, entertainment and a small amount of alcohol, with further alcohol to be purchased from a cash bar;
- (b) availability at functions and venues of low alcohol and attractive non-alcoholic drinks in adequate quantities;
- (c) price subsidisation of low alcohol and non-alcoholic drinks;
- (d) adequate security at functions and licensed venues with provision of security being the responsibility of the venue manager;
- (e) functions and licensed premises offering a mix of alcohol, food and entertainment, rather than alcohol only;
- (f) function organisers and/or venue managers negotiating and determining amounts of alcohol to be available at functions in advance, using the University's "Alcohol Quantity Guidelines" as a guide;
- (g) use of trained bar staff to serve alcohol and use of serving practices consistent with the "National Guidelines For Responsible Serving Of Alcohol".

(2) Practices the University considers undesirable:

- (a) promotional activities, including alcohol promotions conducted in cooperation with alcohol suppliers, which offer inducements or otherwise encourage drinking;
- (b) subsidisation of alcohol either directly (e.g. free or discounted drinks) or indirectly (e.g. structuring the price of function tickets to include all the purchaser wishes to drink, which effectively means the subsidisation of heavy drinkers by non-drinkers and moderate drinkers);
- (c) customs which exert social pressure on students to drink to excess, including particularly, competitive drinking practices.

3. Quantity Guidelines

- (1) While it is difficult to define in quantitative terms what constitutes "moderate" drinking, a suggested guide is that drinkers should aim to keep their blood alcohol level within the limits 0.0 - 0.05.
- (2) Health authority guidelines suggest that a SAL of 0.05 would be achieved and maintained, for a male, by drinking three standard drinks in the first hour and one drink per hour thereafter. For females the amounts are two standard drinks in the first hour and one per hour thereafter. It is noted that these figures are averages and may vary for different individuals. Standard drinks for this purpose are 285 ml full strength beer, 120 ml wine and 30 ml spirits. Drinkers wishing to stay below 0.05 should clearly drink less than the amounts indicated above.

- (3) The amount of alcohol to be provided at a function can be calculated using these figures in combination with a knowledge of the number of male and female participants and the duration of the function with an allowance for a proportion of very light drinkers.

4. Further Information

Members of the University community who require further information about alcohol and its effects or who wish to seek help in connection with their drinking are invited to consult either the University Health Service or Student Services (Counselling Service).