

House Rules

Tupuānuku maintains a set of community standards that centre around your accommodation agreement, University code of conduct, consideration for others, safety, welfare and protection of property. These can be found in the residential handbook and your understanding and agreeing to them are part of the accommodation offer process. Without exception, students are bound by these community standards if they accept an offer of accommodation.

Alcohol

Tupuānuku promotes a responsible attitude towards the use of alcohol. Alcohol is permissible (if you are over the age of 18). Tupuānuku does not allow any negative behaviour resulting from the over consumption of alcohol that disturbs the peace and privacy of others will result in disciplinary action or referral to an external agency.

- Alcohol drinking paraphernalia, such as beer bong, whilst not prohibited are strongly discouraged. These items must not be stored in locations that are visible from common areas or general access areas.
- Open vessels/drinks are not permitted within the property and will be confiscated/removed. This is based on health and safety requirements and is intended to protect all residents and visitors from accidents and injury, and to reduce rubbish and damage to property.
- Intoxicated guests or visitors are not permitted on the property and will be asked to leave.

Tupuānuku reserves the right to refer students with a pattern of excessive alcohol consumption to the UC Health Centre. Alternatively, the student's parents or guardians may be contacted if there is a concern about the safety and wellbeing of the student

Behaviour

Residents must agree to abide by the code of behaviour which is captured throughout this handbook. Acceptable behaviour includes not interfering with another person's living conditions or personal security. Breaches of the code of behaviour will be dealt with by management. Repeated breaches may amount to "unacceptable behaviour" and constitute grounds for early termination of your Accommodation Agreement; you will still be responsible for payment of your residency fees until the room is re-let. A single finding of "unacceptable behaviour" may result in the termination of your Accommodation Agreement without prior warning

Building Security

All residents and guests agree to be bound by the security regulations and as instructed by management.

- Residents must carry ID at all times and, if requested, show it to management, security or staff.
- Under no circumstances are residents to loan out their swipe card to anyone.
- Residents are responsible for the behaviour of their guests and must understand that guests are also bound by all the Rules of Residency whilst in the building.
- Residents are responsible for personally letting their guests out of the building after hours

Bullying, Sexual Harassment and Assault, and Discrimination

Is not tolerated and is against the law in New Zealand. Tupuānuku has a friendly and supportive community, and it is expected that members will be proactive in ensuring that it remains so. Anyone at Tupuānuku who engages in any form of bullying, sexual harassment or assault or discrimination will be asked to leave. The NZ Human Rights Act makes discrimination unlawful on the basis of a person's gender, race, age, sexual preference, religion, political beliefs or activities. Bullying involves repeated unreasonable behaviour that may victimise, humiliate, intimidate or threaten another person. Examples include: behaving aggressively, teasing or playing practical jokes on another person, or pressuring someone to behave inappropriately. Sexual harassment includes the following behaviours in circumstances where there is an intention to offend, humiliate, and intimidate or where a reasonable person would have anticipated that the conduct would offend, humiliate or intimate another person:

- unsolicited acts of physical intimacy;
- unsolicited demands or requests (whether directly or by implication) for sexual favours;
- a remark with sexual connotations relating to another person;
- engaging in any other unwelcome conduct of a sexual nature directed at another person;

We are committed to providing a respectful and safe place to study and live, and students are reminded of their obligations under the University's Student Conduct Policy.

Common Property

Residents must not interfere with or damage any common property, nor leave anything on or obstruct the use of common property. The resident is liable for all damages caused.

DAMAGE OR TAMPERING WITH THE FIRE EQUIPMENT

It is against the law to tamper with fire equipment, including exit signs. Propping smoke doors open, disabling or covering smoke detectors, and discharging fire extinguishers for any other purpose than putting out a fire are violations. Violators will be subject to disciplinary action and possible criminal proceedings which may result in eviction from the property. Any fire equipment repair or replacement resulting from misuse will be added to the residents account.

False alarm fire service call outs will also be charged to the student(s) responsible.

Drugs

The use, possession or cultivation of all types of illegal drugs and non-prescription drugs by any student or visitor is strictly prohibited. Any breach of this regulation may result in immediate action to terminate the accommodation agreement. The matter will also be reported to the police.

If you are concerned you are becoming addicted to drugs, or know somebody in the building who is, please talk to management. We are here to assist in every way possible. We can certainly put you in touch with people who can help you.

Drug related paraphernalia, such as bongs, are strictly prohibited.

Furniture and Equipment

The furniture, and other items provided in the buildings and your room are to be used for the purposes for which they are made. The resident is liable for damage to this property. Residents are not permitted to make alterations or additions to the room or the furniture and equipment within the room, unless the request has been given in writing and approved by management.

Gambling

Gambling is not permitted on the premises. This does not include competitions or raffles organised by the Residential Life Team.

Internet

Do not share your password or username (guest WiFi is available throughout the hall for visitors not studying at the University of Canterbury). No Information and Communication Technologies (including mobile phones, laptops, tablets, etc.) should be used to; upset, offend, or harass other members of the community (residents, staff, or visitors) even if meant as a joke. Internet connectivity provided at Tupuānuku should not be used to operate a business, or carry out illegal or unethical activities.

Be aware that the University monitors traffic and material sent and received using their network. Excessive downloading by an individual may be followed up.

Lockouts

A lockout fee will apply should you lock yourself out of your apartment or the building and require a staff member to provide you access after hours. If you have lost your UC card, you will be issued with a temporary swipe card – a fee will be charged.

Noise

The property is a social place and some noise will be present, however, all residents should be able to live free from unsanctioned loud noise. It is always the responsibility of each resident and visitor to show regard and consideration for others, and ensure that the place is conducive to study, sleep and relaxation. Be particularly mindful of the noise generated from normal activities such as holding small gatherings, watching movies,

playing computer games, returning late at night or gathering in a common area.

You are required to ensure that the noise level from your room is kept to a minimum after 10pm, including weekends. If you feel you might disturb your roommate with excessive noise, move your activity to a common area.

Keep in mind that not all students have assignments and breaks at the same time during the year, therefore if you're asked by a fellow resident to lower your noise level, please respect their request.

Additional noise restrictions will be enforced over exam periods. Excessive noise will not be tolerated and will result in disciplinary action. If security is called to handle a noise complaint, call-out fees will be charged to those creating the disturbance. If you are unsure of what constitutes unreasonable noise, please contact your RA for advice.

The level of noise that is acceptable is at the discretion of the staff on the property, including security staff.

Tips for keeping your noise to a minimum:

- Keep room doors closed if you have visitors;
- Do not slam doors;
- Do not have the stereo, radio or room television at a high volume;
- Use headphones if you wish to listen to your stereo/ radio at a high volume in your room.

Overnight Guests

Students are permitted to have guests for short periods of time with the approval of the Res Life manager or Kaitāta. However, extended visits are not permitted. To ensure compliance with fire and safety regulations and in consideration of the rights of the other students in the room please ensure:

- The guest is registered through the overnight guest form;
- The guest is over 18 years of age.

- The guest must be accompanied by the student at all times and must not be given a swipe tag or key;
- Students are liable for their guests and any damage they may cause.

Any person found to occupy a room that has not followed the above procedure will cause the student to be charged \$50 per night for each night that the guest has stayed overnight. A guest must leave the property immediately if they are requested to do so by the Tupuānuku Staff.

Parties and Events

We understand that many residents will celebrate special events such as birthdays and exam results. Parties that cause disruption to other residents or create any damage or additional cleaning to the property are not permitted and will be shut down immediately. Students should consider using alternative venues if they wish to have a number of guests at one time as the amount of noise generated by more than 5 guests generally exceeds acceptable levels.

PETS

Pets, including fish, are not permitted on the property.

Smoking and Vaping

The University of Canterbury is a smoke-free university, including all buildings, land and carparks.

- Smoking and or Vaping is not allowed by anyone inside the rooms or any areas inside or around Tupuānuku.
- Smoking of any substance within the property will result in disciplinary action and a cleaning charge.

If you would like assistance to stop smoking please talk to your RA or a member of Tupuānuku we are always willing to help.

Solicitation

Solicitation is an uninvited or unwanted attempt to make contact with a student for the purpose of promoting religious beliefs, engaging political views or encouraging the purchase of items or membership. Solicitation is prohibited on the property – this includes any group or organisation.

OPERATING A BUSINESS FROM THE PROPERTY

Residing on the property must be the student's main purpose. Students are not permitted to conduct a business from their room or from any area of the property. A resident may not register a business under Tupuānuku address.

TRESPASSING

Unauthorised persons will be asked to and must leave the property. Any person whose behaviour is unacceptable or who is behaving in a suspicious manner will be asked by the student accommodation services team or security to leave. If they do not leave they will be served with a trespass notice. Student accommodation services staff will report all trespassers to the police.

WEAPONS/FIREARMS

The possession of weapons or firearms by a student or their guests on the property is forbidden. If a student is found to be in possession of any of these items, disciplinary action will be taken. This action could include termination of tenancy, confiscation of the weapon and the reporting of the incident to the police.