

WHAT

The **UCRH Student Study Space** is here for you to use while you are on placement. It is equipped with computers with internet access and printing, Wi-Fi access, desks, student lounge area, kitchenette with fridge, tea and coffee making facilities ideal for lunch breaks.

WHERE

Conveniently located at the **UCRH Nyumbalihgu Simulation Centre** at **61 Uralba Street, Lismore, NSW, 2480**, directly opposite the main entrance of the Lismore Base Hospital.

WHEN

Access to the Student Study Space is provided **24 hours and 7 days per week**.

WHO

Students **registered with the UCRH** can access the Student Study Space while on placement.

Please read the *Student Responsibilities* and sign the *Conditions of Access* below. Once we have received your agreement, all students on placement in Lismore will automatically be granted access to the Student Study Space. Students on placement in other areas such as Ballina, Kyogle, Casino, Grafton and Murwillumbah can be granted access in request. Please see your student coordinator to arrange access.

STUDENT RESPONSIBILITIES

- Outside of UCRH office hours (8:30am – 4:30pm, Monday - Friday) each student must **swipe themselves into the building** and should not provide access for any other student; this is so that in the event of an emergency everyone can be account for by security.
- Staff offices; the clinical simulation rooms and video conferencing meeting rooms are **not accessible outside business hours**.
- **Students are not to have visitors** in the building unless prior approval has been given. All visitors must sign an agreement form prior to being onsite.
- If your **card is lost** it is your responsibility to contact your student coordinator or student administration and notify them.
- Students must **ensure that the area is left clean** before leaving.
- Students must **return the access card** to the student coordinator or student administration at the end of the placement.

CONDITIONS OF ACCESS

1. Orientation of facilities and student requirements to be undertaken with a student coordinator prior to access to the Student Study Space, or at student orientation on the first morning of the placement.
To include: A) Access to amenities - toilets, kitchens, lighting and air-conditioning, and
B) Student Responsibility: Individual swipe in, maintaining the facility in a clean manner, respecting other students learning environment and not breaching the access requirements outlined above.
2. Emergency evacuation procedures to be explained and followed when and if required.

I agree to abide by the above *Conditions of Access* to the UCRH Student Study Space. I accept responsibility for in the event of an emergency – evacuating in an orderly manner ensuring and assisting, to the best of my ability, the complete evacuation of the facility. I agree to follow any directions given to me by security staff from Summerland Security.

Signed

Date