

Sedgwick Mews/North Lodge

In recognition of the age of these students, curfews are not applied. However, we will require notification of overnight absences and overnight visitors for fire regulation purposes.

Medical Information

All accommodation staff are First Aid qualified. All students can register with a local doctor, forms will be provided when students move in. Emergency dental treatment only can be provided locally, students are advised to retain their current dental practitioner for routine treatment. Grantham Hospital has an Accident & Emergency Department (daytime only). Unwell students are regularly checked by accommodation staff and helped to get to the doctor's or local hospital if necessary. Please inform us if there are any specific medical conditions we need to know about. All students are required to complete a Health and Emergency Contact form. The accommodation staff will report any accident or injury to a student under the age of 18 to you; this will only apply to those over 18 if deemed serious enough for an accident form to be completed and they give their consent. Any illness or injury requiring a GP or hospital visit or an ambulance for under 18s will be reported regardless of age.



Fire Drills

Fire drills are carried out routinely to ensure that students are made aware of what they should do in the event of a fire.

Insurance

Students are responsible for insuring their own personal belongings. College insurance covers does not cover personal belongings.

Local Amenities

Students will be provided with a full list of local, social and sporting facilities with contact details.

Banking

All of the main banks and building societies can be found in Grantham town centre. Students will be given assistance to open back accounts if needed.

Praise and Complaints

Comments should be directed to the Vice Principal - HR & Student Services in the first instance. Formal praise or complaints should be sent to the College Principal. If matters are not resolved to your satisfaction, they may be referred to OFSTED. Please feel free to contact any member of staff at any time, we are always happy to talk to you on any issue.



Grantham College & University Centre

ACCOMMODATION GUIDE

PARENTS/CARERS



Stonebridge Road
Grantham
Lincolnshire
NG31 9AP

Tel: 01476 400200
Web: www.grantham.ac.uk
Email: enquiry@grantham.ac.uk

WELCOME



Welcome to Grantham College and to the College accommodation guide. We hope that your son/daughter enjoy their time here and living on site. All of the accommodation staff will be more than happy to help them with issues. Nothing is too trivial to ask us about, if it's bothering them, it's bothering us!

Useful Telephone numbers:

- **Grantham College**
01476 400200
- **Accommodation Office**
01476 565476
- **Accommodation Mobile**
07850 507203

Available On-site Accommodation:

Sedgwick Hall - 49 ensuite study bedrooms with shared kitchen and living facilities available to students aged between 16-19 years on full-time FE programmes – there are a limited number of rooms suitable for physically disabled students.

Sedgwick Mews - 4 houses of 6 bedrooms with shared bathroom, living and kitchen facilities available to students who are 18 years or older on 1st September in the year they start their course.

North Lodge - 4 bedroom house with shared bathroom, living and kitchen facilities available to students who are 18 years or older on 1st September in the year they start their course.

The Team:



Student Services Manager
Sarah High



Accommodation Coordinator
Jo Bowman



Accommodation Officer
Bernadette Wray



Accommodation Officer
Julie Hunter



Accommodation Officer
Natasha Madalsaar



Accommodation Officer
Jo Ingle



Accommodation Officer
Glenys Davey



Accommodation Officer
Hannah Winter



Accommodation Officer
Melinda Graham

Accommodation staff on site:

Monday - Friday (24 hours)
8.00am - 5.00pm

**Student Services Manager/Accommodation
Co-ordinator/Accommodation Officer**

5.00pm - 10.00pm Evening
10.00pm - 8.00am Night
Accommodation Officer

Saturday/Sunday (24 hours)
Accommodation Officer



Facilities

Students are allocated a shared kitchen with electric cookers, fridges and freezers, microwave, kettle and toaster. Each student has a lockable cupboard. No cooking utensils, crockery or cutlery are provided - students must provide their own. These can be purchased cheaply locally - accommodation staff will be pleased to help. Dining table, chairs, sofas and TV are provided in each dining area. Each double glazed and centrally heated bedroom contains a single bed, fitted wardrobe, desk, chair, bookcase, TV connection and Internet connection, a mattress cover, duvet, pillow and one change of bedding is provided, but many students prefer to bring their own.

Cleaning

All common areas are cleaned daily, Monday - Friday, this includes bathrooms in Sedgwick Mews and North Lodge. En-suite bathrooms in Sedgwick Hall are cleaned weekly. Students are responsible for cleaning their own bedrooms, washing up their own dishes and are required to leave kitchens in a clean state after use. Fridges and freezers are checked and cleaned by accommodation staff and out-of-date food disposed of. Coin operated laundry facilities, ironing boards and irons are available in Sedgwick Hall.

Electrical Equipment

Mini fridges, televisions (for which a licence must be purchased), computer equipment, hair dryers and straighteners are permissible in rooms. All must be PAT tested for safety on arrival at College and a charge will be made. Kettles are not permitted in bedrooms. All rooms have computer ports and including Internet access.

Sedgwick Hall

Sedgwick Hall has high level security locks to the main entrance, corridors, room doors and windows. Replacement of lost keys and electronic fobs are charged at £50 each. We recognise that this is a student's home but also take our role as in loco parentis very seriously.

Students leaving the Halls are required to sign out, with an indication of their destination, and sign in on returning.

Curfew Times:

- **Sunday-Thursdays:** There is an 11pm curfew (in rooms) for all Sedgwick Hall students under and over 18.
- **Friday-Saturday:** 16-18 year old students without permission to be out must be back in the building by 11pm but can still be up for a reasonable time. Those students with permission to be out must be back in the building by the time stated by their parents but no later than 2am.
- **Over 19s:** If you have not returned by 3:30am the member of staff on the night shift will contact you to make sure that you are okay. You must also make sure that you sign yourself in and out.

Accommodation staff may grant extensions to these curfews under exceptional circumstances.

All visitors must leave by 11.00pm, overnight visitors are allowed by prior arrangement only. A charge may be levied for this.

Overnight absences must be notified in advance to accommodation staff. Parents will be contacted if students are not in their rooms as expected.