

Rules & Responsibilities:

- If you would like to do your laundry please arrange with the ETC Live - in group leader to come with you. This takes place normally on Mondays at 9:00 pm.

- If you decide to go out of the premises please ensure to sign in and sign out the correct form. Please get in touch with the ETC Live - in group leader who will assist you with this.

Please remember you should be back by no later than 10:00 pm.

- The ETC Live - in group leader will do a headcount every night at 10:00 pm. Any missing person will be reported.

- Kindly note we might not be able to change your room as they are assigned by gender.

- Note all communal areas outside your floor are out of bounds. Contact the ETC Live - in group leader for further information.

- You are sharing the living area and the kitchen with students of the same gender as you. Please keep all facilities tidy. The kitchen facility can only be used under supervision of the Live - in group leader.

- If you have any problem please get in touch with the ETC Live - in group leader.

- Please do attend the induction meeting giving by the Live - in group leader on arrival.

- **The ETC College Emergency Mobile Number is: 07966 380973. The College Landline Number is: 01202 559044**