

## Guest Policy

### Guidance relating to guests

Welcoming strangers and offering hospitality is a part of our Christian ethos, as is our intention to make residents feel that the Centre is their Home away from Home. When deciding whether or not to have a guest:

- Please apply the same standards that you would apply at home in front of your family and friends
- Please be considerate of your neighbours at the Centre who come from many different cultural backgrounds, most of whom have come to have a quiet place in which to live and study.
- Please ensure guests use appropriate toilet and shower facilities in an area designated for their gender.

### Guest Policy

- If you live in a single room you may have one guest in your room; in a double room or family flat you may have two guests. NOOC can provide guest beds and bedding.
- Residents wishing to have guest(s) to stay must email their request to the Administrator in advance.
- Guest(s) may be accommodated in a separate room, or in the resident's room, depending on availability and suitability, or in the room of a friend already resident at the Centre (subject to that friend's agreement).
- Guest(s) younger than 18 years old will only be accepted once the host has met with the Director and outlined an appropriate and acceptable child care plan.
- Guest(s) are expected to keep the same rules as residents.
- To limit the impact of guests on other residents, Guest(s) may stay overnight for up to ten days in any one visit.
- A resident may have no more than 20 guest days per 4-month period (one guest day is one guest staying for one night).
- A resident may not invite more than 5 daytime visitors to the Centre at any one time (except during the summer for a barbeque in the garden when no more than 7 daytime guests may be invited)
- A charge will be made for guests' overnight stay, according to the level of accommodation provided. A list of charges can be found in the Residents' Handbook which is provided in each room at the Centre.

We reserve the right to refuse accommodation to guests.