

WAIARIKI HOUSE
(Hall of Residence)

RULES GOVERNING RESIDENCE

It is your responsibility to make sure that you have read and understood the Waiariki House *Rules* before you take up residence. Ignorance of the *Rules* is not an excuse for inappropriate behaviour.

1. WELCOME TO NEW RESIDENTS.

In the community spirit of the Hall, all residents are encouraged to welcome and support newcomers to Waiariki House. Assistance in settling in, cooking, caring and introductions will be greatly appreciated.

2. ALCOHOL

A moderate amount of alcohol may be kept by a resident and consumed, by them and their guests, in the privacy of their own study bedroom. Crates, kegs, and any home-brewing apparatus are not consistent with the requirement of a moderate amount of alcohol and will not be permitted.

Alcohol may be consumed in moderation in other areas – including balconies, common rooms and other communal living areas. Residents shall be prohibited from acting in an intoxicated or disorderly manner in these areas. The Residential Manager is authorised to act accordingly.

3. DINING AREA

Meal times are an important time for socialising at Waiariki House and individual behaviour in the Dining Area is expected to be of a high standard.

- a) No food is to be thrown or used in any way other than for eating by a resident or guest. A \$50.00 fine will be automatically applied should this occur and repeat offences of this nature by a resident may result in the termination of residency.
- b) Each resident will be allocated with a dry storage and chiller space for their food. All food is to be stored in these individually allocated areas and may not be stored elsewhere. Storage of food intended for meal preparation is prohibited in bedrooms.
- c) No crockery, cutlery or kitchen equipment is to be removed from the Dining Area without the written permission of the Residential Manager.
- d) Footwear and a reasonable standard of dress is required at all times.
- e) A resident is permitted to have guests to dine in the Dining Hall only when approval by the Residential Manager has been granted.
- f) Food must not be consumed outside the kitchen/dining area. Eating meals in the lounge/carpeted area is prohibited.

4. DRUGS

The possession, cultivation, usage, or selling of any non-prescribed or illegal drugs is prohibited. As is the possession of any equipment to aid the use of illegal drugs or substances. Breaches of this *Rule*, in any form, by a resident and/or their guests may lead to the immediate termination of residency and the case being passed on to the police.

5. EMERGENCIES AND ACCIDENTS

All accidents which occur and involve a resident, at Waiariki House, must be reported to the Residential Manager promptly. This also applies to any incident which occurs which is of a criminal nature and affects the safety/well-being/security of residents. *See Waiariki Institute of Technology 'Statue'.*

6. FIREARMS

The possession of firearms by a resident or their guests within the property is strictly forbidden. Contravention of this *Rule* may lead to the immediate termination of residency.

7. GUESTS

- a) A resident shall be responsible for the behaviour/conduct of their guests whilst they are on the property.
- b) All guests must vacate Waiariki House by 10pm.

8. HARASSMENT

Harassment of any form by a resident and/or their guests has no place at Waiariki House. Any serious incidents of harassment may lead to the immediate termination of residency (refer to the *WIT Statue* for more information).

9. KEYS AND SECURITY ACCESS/VENDING SWIPECARDS

A resident is responsible for the cost of replacing any keys or security access/vending swipecards lost or damaged. Replacements are to be purchased from the Residential Manager. A resident is strictly prohibited from making a duplicate of any key of the residence.

10. NOISE

- a) As Waiariki House is a place for study and a high density living environment, the generation of EXCESSIVE NOISE OF ANY KIND IS TO BE AVOIDED AT ALL TIMES. Curfews on noise can be imposed at any time at the discretion of the Residential Manager.

Loud or intrusive music is unacceptable and the use of headphones is encouraged. The use of stereos with speakers is a privilege granted to a resident which can be withdrawn if the stereo is not used with consideration for others.

- b) A resident is also expected to take some responsibility for noise around them, by asking others to be quiet when they are being unreasonably noisy, as well as lowering their own noise levels when requested by others. If problems are experienced with noise that cannot be solved by a resident, they should seek assistance from a member of the residential management team.
- c) A resident shall not commit or allow any act upon the premises, which shall be a disturbance, nuisance, or annoyance to adjoining properties. A resident shall therefore show consideration for the neighbours of the property and avoid making excessive noise. Compliance with instructions by the residential management personnel and/or any duly authorised agent of Waiariki House is required immediately regarding the abatement of noise.

11. NOTICES/POSTERS

A resident must request and receive prior permission from the Residential Manager before posting any notices anywhere in the Hall.

12. PETS

A resident shall not keep, or encourage, any pets within Waiariki House or on the property.

13. ROOMS AND MAINTENANCE

- a) The Residential Manager and/or any other duly authorised agent of the Waiariki House reserves the right to enter any room when it is deemed necessary.
- b) A resident shall accept all reasonable responsibility for their study bedroom and its contents. A resident shall keep their room and its contents in a clean and tidy condition at all times and shall not facilitate any accumulation of rubbish within their study bedroom, within the property or its grounds in general.
- c) A resident shall maintain all fittings, furnishings, and chattels in good and sound condition. Appropriate consideration will be made with regard to reasonable wear and tear at the time of inspection.
- d) A resident shall be responsible for all damage to their study bedroom, or the property in general, resulting from negligent or wilful acts by them and/or their guests. A resident shall pay for any loss or damage they and/or their guests cause to Waiariki House property. Any damage must be reported to the residential management team promptly.
- e) A resident shall not paint, deface, wallpaper, or make any structural alterations. Blu-tack only must be used to affix anything to the walls – do not use masking/packaging tape, sello-tape, adhesive hooks, and/or any other form of adhesion on any surface of the buildings.
- f) A resident shall not attempt/effect any repairs themselves.
- g) No bedding or furniture is to be removed from a study bedroom and no furniture is permitted to be added to such either.

- h) Furniture, fittings, and equipment provided in any communal area of the property are not permitted to be removed from the respective area. Contravention of this *Rule* may result in a fine being imposed. Such items are to be treated with all due care and regard.
- i) A resident shall use only the heater provided in their study bedroom and shall not add other electrical items such as refrigerators, jugs, toasters, or any cooking appliances.
- j) The throwing or dropping of any article from a window, balcony or within any area internally by a resident and/or their guests is prohibited and may result in the termination of residency.
- k) No incense, fragrant candles, or essential oil burners are to be lit in Waiariki House.

14. SAFETY

- a) Any action of a resident and/or their guests which may threaten the safety of the property, its residents, and/or their guests may result in the termination of residency.
- b) Stays are fitted to all windows of the building for the safety of a resident. Removal of these stays is prohibited and may result in a minimum fine of \$50.00. Repeat offences may result in the termination of residency.
- c) Interference with any component/mechanism of the security access system and/or vending systems, including manual and electronic locks, is a serious offence incurring stiff penalties and may result in the termination of residency.
- d) Interference with emergency alarm/safety equipment and/or malicious activation of the fire alarm/evacuation system is a serious offence incurring stiff penalties and may result in the termination of residency.

15. SMOKING

Smoking is not permitted within the buildings. Waiariki House is a smoke-free environment. Smoking must only be conducted outside the buildings, with cigarette butts being properly extinguished and disposed of only in the bins/ashtrays provided outside of the building. Failure to do so will result in a fine being automatically imposed.

Should a room be found to have been contaminated/soiled by smoking, a resident shall be charged for the commercial cleaning of all furnishings – this will include the bed, bedding, linen, curtains, and any furniture fabric.

16. MAIL

All mail will be held at the office by the residential manager. Mail should be posted to

Waiariki House
PO Box 2399
ROTORUA
NEW ZEALAND

17. GENERAL

A resident shall at all times comply with any Rules laid down, or instructions given, by the Residential Manager and the members of the residential management team and/or any duly authorized agent/s of Waiariki House and must comply with all New Zealand Law. Such rules are formulated with a view to the safety and welfare of a resident, consideration for the needs of others, and the protection of property. The Residential Manager has the power vested to take disciplinary action as outlined in the Waiariki Institute of Technology **Academic Statute**.

Nothing contained within the Application/Acceptance Form and this document is intended to or shall detract from any rights any student/ resident may have under the Consumer Guarantees Act 1993.
