

# The Graduate Centre Usage Policy

- The Graduate Centre's primary objective is to run for the benefit of the postgraduate community, not focus on financial profit, therefore decisions regarding the space should be founded on this principle
- The Graduate Centre is for the restricted use of any student enrolled on a postgraduate taught or postgraduate research course, or any student over the age of 21 upon starting their degree who is therefore recognised as mature
- University and Union Staff's right to access is continually reviewed by the GCMC, who also hold the power to remove access of any staff member should they see fit
- Undergraduates are only permitted in the space as guests of a postgraduate or mature student, and must be accompanied at all times to such effect. Only 2 Undergraduates per postgraduate or mature student are allowed to use the space as guests. Staff are encouraged not to use the Graduate Centre to meet with Undergraduate Students
- Every effort is to be made to only hire postgraduate or mature student staff to work in Scholars Bar
- Any person who wishes to challenge their right to access, which falls outside of the criteria of this policy, can do so via an appeal to GCMC
- Access to Scholars Bar and the Graduate Kitchen is to be regulated via campus card readers
- Access to Scholars Lounge is to be monitored via campus card spot checks at the GCMC's discretion
- Access to bookable rooms 7 & 8 are to be regulated via campus card checks at the point of booking in Scholars Bar or via the GCMC
- All bookings of the space must be directed through the GCMC and are not to be managed through the Union's central room booking service
- Scholars Bar is not available for bookings, except in exceptional circumstances at the GCMC's discretion
- Scholars Lounge and bookable rooms 7 & 8 are available to book for events after 5pm on weekdays, or any time of day on the weekend by the GCMC. Bookings can only be made for events that are explicitly for the benefits of postgraduate or mature students, and it is within the power of the GCMC as to whether or not they feel this criterion has been met
- No area of the Graduate Centre is to be used by the Union's wider Commercial Services, for corporate Union events, or internal staff meetings
- While the GCMC will operate Scholars Bar to ensure the space breaks even, the Centre must not run to supplement the Union's wider commercial performance