Visitors

Students are required to comply with signing in/out requirements for all visitors to University Locks, which includes provision of identification for both the student and the visitor.

You are responsible for the conduct of visitors, and if visitors are causing a nuisance to others, or if we cannot establish that they are a visitor of a resident or have legitimate business at University Locks, they must leave if asked to do so by University or security staff.

You should always remain with your visitors as unaccompanied visitors will be requested to leave University Locks. You must not give visitors key/fobs to gain access to University Locks. Please note that if you do, or if your visitors do not comply with the terms of your contract, you could be banned from having visitors, face disciplinary action and/or eviction from your Accommodation. We reserve the right to ban visitors from University Locks.

Day time visitors

It is not intended that your visitors spend long periods in the Accommodation or persistently use any of the facilities and/or services. You are allowed up to two visitors between 08.00 and 01.00.

Overnight visitors

You are welcome to have one friend or family member stay overnight (any period between 01.00 and 08:00), but for safety reasons you must request this in advance. They are only permitted to stay in your bedroom (visitors must not sleep in the flat lounge or anywhere else in the building).

Overnight visitors must be requested at least 48 hours in advance and may only stay if authorisation is provided. Weekend stays must be authorised by midday Thursday. Please provide the below information and send it to overnightvisitor.unilocks@bcu.ac.uk. This mailbox is only monitored during office hours.

Name of student requesting visitor

Students block/floor/flat/room number

Students mobile number

Visitors name

Visitors mobile number

Date of visit (arrival & departure dates)

Number of nights (max. 3)

University regulations limit the number of nights any one guest may stay to three nights in any 7-day period and you are only permitted a maximum of two overnight visitors per month.

A separate overnight policy for under 18's is in operation.

Visitors will not be allowed to keep a car on site.

Please note that students from other rooms/flats/halls are classed as visitors and should abide by these rules.