

## MERTON COLLEGE

### CODE OF CONDUCT FOR CONFERENCE GUESTS

Conference guests are required to abide by the rules set out in this code of conduct.

Conference guests **MUST**:

- remember that the College is a residential, academic community, and avoid any unreasonable behaviour that may have an adverse effect on the life and work of that community;
- behave in a reasonable and considerate manner and treat the College's employees, members, visitors, buildings, and facilities with respect;
- use facilities and equipment only when made available to them by the College and for their proper purposes;
- take reasonable care to avoid injuries to themselves or others and damage to their own or others' property;
- obey any instructions that they may be given by the College's staff in an emergency and observe all fire-regulations at all times;
- leave the College by the agreed time, returning all keys and access-fobs and removing all their personal property.

Conference guests **MUST NOT**:

- claim or imply a connection with the College or make any use of the College's name or coat-of-arms;
- subject the College's employees, members, contractors, or visitors to harassment, sexual harassment, or bullying; interfere with or obstruct the work of the College or any of its employees, members, or contractors; approach or attempt to approach any of the College's students, candidates, or school-age visitors;
- enter or attempt to enter any part of the College, or use any facility or equipment, except as explicitly permitted by agreement with the College;
- make any noise that might disturb others (e.g. by being heard in another room or building) including by playing music or by gathering in the Fellows' Garden, except as explicitly permitted by agreement with the College;
- engage in any illegal activity, including by bringing controlled drugs onto the College's premises (unless they have been medically prescribed for them and they are able to provide evidence of this) or supplying them to others;
- cause any nuisance or annoyance to others by being or becoming excessively intoxicated by alcohol;
- smoke or vape in any part of the College other than in the Fellows' Garden or on the Chestnut Lawn (and then at least six feet away from any windows);
- leave litter in any part of the College.