

Student Code of Behaviour

Inside The Loop Guide for students

The Loop is a Learning Resource Centre designed to help you with your studies.

The Loop has different zones.

Computer use

- The entrance (Zone 1) is a fairly relaxed social area with music and magazines, and computers for short term use – you can pick up your emails or use social networking software here
- The other computers in the centre (Zones 2 and 3) are bookable for longer periods and are for coursework only. Please do not use social networking software such as YouTube or MySpace, chatrooms or computer games on these computers. If you continue to do so after an initial warning, you may be logged off or your network access may be suspended
- The computer area upstairs (Zone 3) is for quiet use of computers – please respect the needs of other users. If you fail to do so, you may be logged off and asked to leave the centre
- In opening a network account, you have agreed to the terms and conditions of acceptable use set out in the document 'Information for Network Users' (copies are available in The Loop).

Food and Drink

- Only drinks in screw-topped bottles can now be brought into The Loop. Food and canned or hot drinks are no longer allowed.

Use of the centre

- Please carry your student card with you at all times in The Loop as you may be asked to show your card for identification. If you refuse to provide identification when asked, you will be asked to leave the centre
- Please turn your mobile phone ringtone to silent when using The Loop
- If you are coming straight from a Construction or an Engineering workshop, please remember that workwear and workboots are not allowed.
- Any student using aggressive, abusive or disruptive behaviour will be asked to leave the centre immediately
- If you are asked to leave the centre, Learning Resources staff will notify your tutor and Head of School giving details of the incident
- The Learning Resources service reserves the right to ban any student from the centre or from the network for an agreed period of time after consultation with the relevant tutor and Head of School.

