

# Opal Gardens NEEDS YOU!

The events, trips, entertainment and sports in Opal Gardens are **run by residents, for residents** and we need your help to make this the best year ever!

Each year the events and activities organised vary depending on how many people want to get involved. There are several ways to get involved around Opal Gardens...

## **Join the Residents Association (RA)**

Each year a new RA is selected by voting during the first few weeks of term. Anyone can apply to be on the RA, as long as you are enthusiastic and want to make Opal Gardens great! The RA is given over **£10,000 to spend** on the hall activities each year and the RA choose how to spend this!

The main activities of the RA include:

**Organising Parties** – You choose the themes & music

**Organising Trips** – You can go anywhere in the UK... York, London, Edinburgh... On the RA, you can choose where to go!

**Making the hall better** – You can buy almost anything you like for the hall if you feel it will benefit the residents. Previous items purchased by the RA... **Playstation 3, 3-D projector, Sky TV**, cluster computers & printer, **BBQs**, **outdoor table and chairs**, table tennis equipment, foosball equipment... the list goes on & on! (Being on the RA is a GREAT thing to enhance your CV!)

## **Teach a Class - Anyone can do it!**

Every year we have a variety of evening classes in the common room. These change each year depending on who in the hall wants to teach! Previous classes include...

**Salsa Dancing, Aerobics, YOGA, Ballroom Dancing & Ti Chi.**

If you are interested in any of these (or anything else!) or can do any of them, then please let us know!  
**You don't have to have any experience teaching & you will get paid!**

Ask any member of the welfare team for more information about getting involved, or checkout the website [www.opalgardens.net](http://www.opalgardens.net)

# Recycling Bags

Please keep the 3 recyclable waste sorting bags next to the main bin in your flats' kitchen. Whenever you are putting rubbish into the bin, think to yourself, can this be recycled into one of the bags? If so, then just place it into the bag instead of the bin!

## Blue – Paper & Cardboard

Newspapers, Magazines, Envelopes, Flyers, Leaflets & any other printed material.

## Green - Glass

Bottles & Jars. No ceramics or lightbulbs!

(It is a **very good idea** to quickly **rinse** out these items before placing them in the bag, this will avoid any nasty smells!)

## Silver - Metal & Plastic

Drinks Cans, Food Tins & all plastic drinks **bottles**.

(Again, these should be **rinsed out** before placing in the bag! Also, **crushing** the cans / bottles will save you having to empty the bag too often!)

### Places to Empty your bags:

#### **Front Entrance:**

Glass (All colours)

Paper

Metal Cans



**THANK YOU FOR THINKING OF THE  
ENVIRONMENT!**

## Don't forget to organise a cleaning rota with your flatmates .... Here's a couple of examples!

CLEANING ROTA								
	Room A		Room B		Room C		Room D	
Date:	Week 1	Week 5	Week 2	Week 6	Week 3	Week 7	Week 4	Week 8
Bench (Bleach please)								
Hob (Scrub please)								
Bin (Bleach please)								
Microwave / Kettle / Toaster								
Dinner + Small Tables								
Kitchen Floor								
Kitchen Carpet								
Hallway Carpet								
Empty Recycling								

<i>Month:</i>	Name of Resident:	Tasks					
		Hob and Oven	Working surfaces and sink	Appliances: microwave, toaster kettle,	Vacuum kitchen carpet and hallway	Wash kitchen floor	Clean fridge
<i>Week 1</i>							
<i>Week 2</i>							
<i>Week 3</i>							
<i>Week 4</i>							

**Also don't forget to take the garbage out regularly!!**

**Important Teams and Offices while living in Opal Gardens**

## **The Welfare Team**

**7 tutors, a senior tutor, a deputy warden and a warden** who all live in the hall. Find us around with “**Tutor Team**” shirts throughout the first weeks. Thereafter, you can find us in the Welfare Office (ground floor, below the social space) Monday - Saturday, 6 - 8pm in person or *via* security during out of office hours. One of us is “on duty”, i.e. around and ready to help, every night. Some of the reasons you may want to visit us are if you:

- are having difficulties adjusting, need information/help about the city or the university
- are not getting along with your flatmates or you have disputes that you cannot solve amongst yourselves
- are not feeling very well and you need someone to join you to the hospital or the doctor
- need a friendly face there just to listen
- want to have an overnight guest and need an airbed or ask about the policy
- want to borrow a book or a DVD, want to book the common room (e.g. for a party), the picnic facilities or the TV for a specific program or sports match

## **The Resident's Association**

The RA organises social events, parties, BBQs, day/overnight trips, sports activities and promote environment awareness. Be a part of the action and make Opal Gardens a vibrant and even more fun and greener place to live!

Positions include:

Chair person, General Secretary, Treasurer, Social Secretary, Sports Secretary, and Environmental Officer

**Involvement in the RA is an excellent extra-curriculum volunteering activity for your CV!**

**It is also a great advantage for people who want to apply for a position on the welfare team in the future**

### **Administrative - for all Payments, terms and conditions and car parking enquiries**

The Hall Administration Office can be found at Dalton Ellis hall of residence (across the road from Opal Gardens on Anson Road) Telephone 0161 306 9840 (Opening hours 8am - 6pm).

**Problems with your toaster? - Or for all equipment and building maintenance enquiries** please visit the Opal Gardens Security Lodge. These guys are around 24 hrs a day!

**Don't forget!**  
**You are now living in a community, be considerate.**

**Your University of Manchester Accommodation contract, which you have signed, has a code of conduct:**

### **Code of Conduct**

Within halls of residence it is essential that you adopt a considerate attitude towards your fellow residents.

- Keep noise at a reasonable level, particularly during exam periods.
- Guests can stay for no more than 2 consecutive nights in any 7-day period.
- Dangerous weapons and firearms must not be brought onto any University property.
- Possession and use of all controlled drugs within our premises is prohibited.
- Language or behaviour of a violent, indecent, disorderly, threatening or offensive nature directed towards residents, guests, visitors or staff will not be tolerated.

For more information please read your **Residences guide and Terms and Conditions**. These are available on-line at

<http://www.accommodation.manchester.ac.uk/current-students/finance-and-legal/>

### **General Security**


- For your safety and peace of mind, Opal Gardens is a secure gated community.
- Please ensure the gates are closed behind you. Don't let people follow you in unless you recognise them as a resident.
- If you have guests onto Opal Gardens property you are responsible for their behaviour. You must escort them at *all times*, this includes showing them on and off the premises.
- If you allow another resident or a non-resident access to your swipe card, keys or your room when you are not with them, you will be in breach of contract.

**Overnight guests** are permitted for **2 nights in any 7 day period**. For extended stays, permission must be asked from the Warden through the Welfare Office a week prior to their arrival. We also rent mattresses for the comfort of your overnight guests, these are available at the Welfare Office.

You can also visit the Welfare Office with any questions, Monday –  
Saturday, 6-8pm.

# Your First Weeks in Opal Gardens – Join in the activities and meet fellow residents!

September – October 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6 
7	8	9	10	11	12	13 Freshers Mixer In Opal Gardens Common Room at 7:30
14 <b>Freshers EVENT</b>	15 Hulme Hall Pub Quiz in the evening	16 <b>Freshers EVENT</b>	17 Common Room film night	18 <b>Freshers EVENT</b>	19 Animal Kingdom Party at 7:30	20 <b>Pangaea FESTIVAL</b>
		23	24	25	26	27
28	29	30				

Come to the welcome week parties where you will make new friends and meet your flatmates  
Also look out for future events such as trips and parties on the Notice boards

## Things you must do when you first arrive in Opal Gardens

### GET TO KNOW THE WELFARE TEAM

The Welfare Team are in place to help with any difficulties you may have and ensure that rules in hall are followed.

You can find them Mondays – Saturdays between 6pm-8pm in the welfare office

opalgardenstutors@gmail.com



### REGISTER WITH A DOCTOR

Your nearest GP is just next door!

#### Address:

Surrey Lodge Group Practice  
11 Anson Road  
Victoria Park  
Manchester  
M14 5BY

Telephone: 01612242471

Just pop by and fill in a questionnaire. In a few days you will receive an NHS medical card which you should **PIN TO YOUR NOTICEBOARD**

### International Students:

Please check if you have to register with the police when you first arrive in Great Britain.

### VOLUNTEERS NEEDED

We always need volunteers for the welcome week events. Contact the tutors if you would like to help out and also become a member of the **RA (Residents Association)** team

**READ THE CONTRACT: NOT KNOWING THE RULES IS NOT AN EXCUSE!**

Remember smoking is forbidden in all rooms/buildings. There are specific rules regarding overnight guests, make sure you know them.