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University of Brighton
Information Services

Policy on Acceptable Behaviour in Information Services Public Areas

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1   Maintaining the study environment

Information Services (IS) aim to provide an appropriate study environment and to encourage considerate use of our facilities. Users of our libraries, computer and media areas are expected to consider the effect of their actions on other users. We will ask users to refrain from actions which could negatively affect others including leaving litter, eating hot or messy food, and creating noise disturbance.

The study environment should be self---monitoring with students clearing up when necessary and reporting any problems to staff. Staff will monitor the environment in the course of their normal duties.

No food or drink should be consumed in rooms where high value or specialised equipment resides; notices to this effect will be displayed in these areas.

2   Food and drink

Some food and drink may be consumed in the libraries, computer and media areas as long as consideration is shown to other users and there are no adverse effects on materials and equipment. Takeaways, hot or messy food should not be consumed in any IS area. All litter should be cleared into the bins provided. Spillages must be cleared up or reported to a member of staff. Alcohol is not to be brought into, or consumed in, any area of IS.

3   Noise

Users are expected to maintain the study environment, respecting the effect of noise on other users. The norm is for quiet conversation in general library and computer areas. No talking is permitted in the Silent Study Areas. Students wishing to work together in a group should use group study areas where available. The use of headphones should be at a volume that does not disturb other people.

4   Mobile phones

Mobile phones should be kept on silent at all times in libraries and computer areas. Quiet telephone conversations are permitted in areas where talking is allowed.