

2018/2019 PLANNER

		SEPTEMBER				OCTOBER				NOVEMBER				DECEMBER					
MON	3 St Giles' Fair	10	17 Wk 0 Semester 1 begins Enrolment week	24 Wk 1 Teaching begins	1 Wk 2	8 Wk 3	15 Wk 4 Real Estate, Planning and Construction fair	22 Wk 5	29 Wk 6	5 Wk 7	12 Wk 8	19 Wk 9	26 Wk 10	3 Wk 11	10 Wk 12	17	24 Christmas Eve	31 New Year's Eve	MON
TUES	4 St Giles' Fair	11	18 Gipsy Lane	25 Gipsy Lane	2 Gipsy Lane Part-time Jobs Fair	9 Gipsy Lane	16 Gipsy Lane	23	30	6 Student Impact Fund deadline	13	20 Law Fair	27	4	11	18	25 Christmas Day		TUES
WED	5	12	19	26 Marston Rd	3 Volunteer Fair	10 OBOL	17 Marston Rd OBOL	24	31 Halloween OBOL	7 OBOL	14 OBOL	21 OBOL	28 OBOL	5 OBOL	12 OBOL	19	26 Boxing Day		WED
THUR	6	13	20	27 Harcourt	4	11 Graduate Jobs Fair	18 Harcourt Placement Fair	25	1	8 PR, Marketing and Events Fair	15	22	29	6	13	20 Exams finish Semester 1 ends	27 Christmas closure		THUR
FRI	7	14	21 Fresher's Fair	28 Wheatley	5	12	19 Wheatley	26	2	9	16	23	30 St Andrew's Day	7	14 Exams begin	21	28 Christmas closure		FRI
SAT	1 Graduations	8	15 Arrivals Weekend	22	29	6 Open Day	13	20 Open Day	27	3	10	17 Open Day	24	1	8	15	22	29	SAT
SUN	2	9	16 Arrivals Weekend	23	30	7	14	21	28 BST ends (clocks go back 1 hour)	4	11 Remembrance Sunday	18	25	2	9	16	23	30	SUN
		JANUARY				FEBRUARY				MARCH				APRIL					
MON	7	14	21 Wk 0 Semester 2 begins	28 Wk 1 Teaching begins	4 Wk 2	11 Wk 3 Real Estate Internship Fair	18 Wk 4	25 Wk 5	4 Wk 6	11 Wk 7	18 Wk 8	25 Wk 9	1 Wk 10	8 Wk 11	15 Easter Break Semester 1 resits	22 Easter Break Bank Holiday	29 Wk 12		MON
TUES	1 New Year's Day	8	15	22	29	5	12 Student Impact Fund deadline	19	26 Graduate Jobs, Internships and Placement Fair	5	12	19	26	2	9 Summer Jobs Fair	16 Easter Break Semester 1 resits	23 Easter Break	30	TUES
WED	2	9	16	23	30	6 OBOL	13 OBOL	20	27	6 OBOL	13 OBOL	20 OBOL	27 OBOL	3 OBOL	10	17 Easter Break Semester 1 resits	24 Easter Break OBOL		WED
THUR	3	10	17	24 Enrolment and induction	31	7	14	21	28	7	14	21	28	4	11	18 Easter Break Semester 1 resits	25 Easter Break		THUR
FRI	4	11	18	25 Enrolment and induction	1	8	15	22	1 OxClean	8	15	22	29	5	12	19 Easter Break Good Friday	26 Easter Break		FRI
SAT	5	12	19	26	2	9	16	23	2 OxClean	9	16	23	30	6	13	20	27		SAT
SUN	6	13	20	27	3	10	17	24	3 OxClean	10	17 St Patrick's Day	24	31 Mother's Day BST begins (clocks go forward 1 hour)	7	14	21 Easter Sunday	28		SUN
		MAY				JUNE				JULY				AUGUST					
MON	6 Bank Holiday	13	20	27 Bank Holiday	3	10 Graduations	17 Graduations	24	1 Semester 2 resits	8	15	22	29	5	12	19	26 Bank Holiday		MON
TUES	7 Semester 2 exams begin	14	21	28	4	11	18 Graduations	25	2 Semester 2 resits	9	16	23	30	6	13	20	27		TUES
WED	1	8 OBOL	15 OBOL	22 OBOL	29	5	12 Graduations	19 Graduations	26	3 Semester 2 resits	10	17	24	31	7	14	21	28	WED
THUR	2	9	16	23	30	6	13 Graduations	20 Graduations	27	4 Semester 2 resits	11	18	25	1	8	15	22	29	THUR
FRI	3	10	17	24	31	7	14 Graduations	21 Graduations	28	5 Semester 2 resits	12	19	26	2	9	16	23	30 Graduations	FRI
SAT	4	11	18 Semester 2 exams end	25	1	8	15 Graduations	22 Graduations	29	6	13	20	27	3	10	17	24	31 Graduations	SAT
SUN	5	12	19 Semester 2 ends	26	2	9	16 Father's Day	23	30	7	14	21	28	4	11	18	25		SUN

IMPORTANT AND USEFUL INFORMATION

LIVING IN THE COMMUNITY

For most of you, moving into a rented house is a very new experience and it's a great part of being at university. With it come important challenges and responsibilities and we want to help you with some useful information and advice so you can get the most out of it.

WHO ARE YOUR NEIGHBOURS?

Part of living in rented housing is being a member of the community in which you live. Your neighbours may not be students, so why not introduce yourselves? It'll be useful to have made an introduction so if there are any problems you can talk to your neighbours about them easily.

NOISE AND PARTIES

- Please try to be considerate to your neighbours, as they may be elderly, have young children or have to get up early each day.
- Remember most people are sleeping between 11pm and 7am. Any loud noise or music will disturb people's sleep so please be considerate.
- It is courteous to advise your neighbours if you plan to have a party. Try and agree a mutually acceptable day of the week (usually a weekend) and time for the party to end and do your best to stick to it.
- Consider sharing a contact number with your neighbours so that they can call or text you should they have concerns.
- Keep music and noise to a reasonable level, especially bass levels on your sound systems.
- Close all windows and doors to stop noise from carrying.
- Remember you are responsible for your guests, ask them to keep the noise down when they enter and leave your property.
- Invite a reasonable number of guests. If there are too many guests in your property or garden, noise will escalate and the party may become unmanageable.

RUBBISH AND RECYCLING

Rubbish is one of the biggest causes of complaints about student properties in Oxford. You can help reduce this problem. If you put your rubbish out too early you can be fined. Leaving rubbish bags on the street or in the garden attracts vermin, looks unsightly and smells. Rubbish and recycling collections in

Oxford in most areas are collected on alternate weeks.

You can find your collection days are, how the system works and how to receive text message reminders on the Oxford City Council website (www.oxford.gov.uk). Students find the reminder service extremely helpful.

Need a reminder? To get free email or text reminders, email or text your collection day to:

Zone	Email	Text Number
Blue Zone	blue@oxford.gov.uk	07786 200848
Red Zone	red@oxford.gov.uk	07786 200424

THE SERIOUS BIT...

When you started at Oxford Brookes you signed an agreement stating you would not behave in a way that would bring the University into disrepute. This includes how you behave as a resident in the communities where you live in Oxford. Residents use our community communication services to register any concerns or complaints and each one is followed up. There are three stages to our complaints procedure and in serious cases the University takes formal disciplinary action against students who are causing problems in the community.

GETTING AROUND

Cars
Students are strongly encouraged not to bring a car to Oxford. Car parking can be extremely difficult, especially in residential streets around campus where parking restrictions, such as double yellow lines and controlled parking zones, apply. There is limited parking available at Wheatley and Harcourt campuses and **none available at Headington or Marston Road**. All students wishing to park on campus must purchase a parking permit. Unless specific agreement is made, for example, due to a disability or as a requirement of your course, students who live locally or in halls will not be eligible for a permit.

When parking in the community we ask that you:

- are careful where you park so as to not block people's driveways or the road for emergency vehicle access
- consider others when parking your car, eg elderly neighbours or those with young children need to park outside their houses.

Cycling

The Bike Doctor provides staff and students with a while-you-wait (or collect later in the day) bicycle repair service at all campuses. Labour is free, this means you only pay for any parts used. For more

information and to book in advance, email brookes.spokes.co.uk

Oxonbike is a bike hire scheme with a station on the Headington Campus near the Lloyd building. It costs £1 to register and all hires under 30 minutes are free. Register at: www.oxonbikes.co.uk

Buses

Students can apply for a free BROOKESkey. This is a discount travel card that grants £1.20 single journey on most local buses as well as other discounts. Find out more and apply for a BROOKESkey at <https://brookesbus.oxfordbus.co.uk/timetables/>. Further details can be found at [www.brookes.ac.uk/new-students/arrivals-weekend/bus-travel-and-bus-passes-\(brookeskey\)](http://www.brookes.ac.uk/new-students/arrivals-weekend/bus-travel-and-bus-passes-(brookeskey))

EVENTS

- **University Open Days:** Undergraduate – 6 October, 20 October and 17 November 2018 www.brookes.ac.uk/opendays
- **Oxford Brookes Documentary Club:** Free screenings of well-known documentaries open to all (dates marked on calendar). For more information, please visit: www.brookes.ac.uk/obu-documentary-club/
- **Brookes Job Fairs:** dates marked on calendar: see the careers website for information www.brookes.ac.uk/students/careers/news-and-whats-on/
- **OBOL Oxford Brookes Open Lectures** (dates marked on calendar) are a series of lectures running from October 2018 through to June 2019. They are made up of our internal professors and external speakers talking on a range of subjects. These are free to all and can be booked at www.brookes.ac.uk/events

RESIDENTS' ASSOCIATIONS MEETINGS

Residents' Association Meetings give an opportunity to local residents to meet team members at Oxford Brookes University and to share any concerns they might have (eg campus development, student-related issues). These meetings are by invitation only and are held three times a year. The meeting dates for the next academic year are:

- 6 November 2018
- 6 March 2019
- 10 June 2019

If you would like to find out more, please contact us at community@brookes.ac.uk

VOLUNTEERING OPPORTUNITIES

To get informed and inspired about issues that matter and ways you can help, visit the Brookes Hub website: www.brookeshub.org. Brookes Hub is a student-led group offering practical volunteering, skilled placements, project management and events to help you shape a better world.

To find out more, please contact: info@brookeshub.org or Twitter [@brookeshub](https://twitter.com/brookeshub)

Also see www.brookes.ac.uk/students/careers/students-and-graduates/volunteering

USEFUL CONTACTS

Community Engagement Office
community@brookes.ac.uk www.brookes.ac.uk/about-brookes/brookes-in-the-community/
Twitter: [@BrookesCLO](https://twitter.com/BrookesCLO)
Newsletter: subscribe by sending an email to community@brookes.ac.uk

Action you can take if you have a concern:

If residents experience difficulties with their neighbours, the following is a guide on how best to register a complaint.

Is your complaint about:

Concern	Contact
Anti-Social behaviour or excessive noise including out of office hours	Council, Community Response Team
Waste Management	Council, Recycling Team
Crime, low level	Police 101
Crime, Emergency	Police 999

In addition to the above, Oxford Brookes University has a dedicated team to deal with complaints and if you believe that the individuals responsible are students studying at Brookes please contact Oxford Brookes' Community Engagement Team. More details about Brookes' process can be found at www.brookes.ac.uk/about-brookes/brookes-in-the-community/contacts-and-complaints/
Contact: [01865 484428](tel:01865484428) (during office hours)
community@brookes.ac.uk

Brookes Medical Centre

The Medical Centre is located on the 3rd floor of the Colonnade Building on Headington Campus. It is open from 8.30am – 6.00pm, Monday to Friday (semester time only).

medical.centre@brookes.ac.uk [01865 483193](tel:01865483193)

During vacation, appointments are only available at our main surgery, St Bartholomew's Medical Centre, St Bartholomew's Medical Centre, Manzil Way, Oxford, Oxfordshire. Contact www.sbmcc.org.uk or [01864 242234](tel:01864242234)

Studental (Dental Service)

Based on the Colonnade, is an NHS dental practice which is open to everyone: reception@studental.co.uk, [01865 689997](tel:01865689997), www.studental.co.uk

Brookes Union
su@brookes.ac.uk [01865 484750](tel:01865484750)
www.brookesunion.org.uk Twitter: [@BrookesUnion](https://twitter.com/BrookesUnion)
www.facebook.com/BrookesUnion/

Brookes Union Safety Bus
su.safetybus@brookes.ac.uk [0771 444 5050](tel:07714445050)
Run by students, the bus picks up other students when stuck in the city and takes them home safely.

Brookes Union Advice Service
su.advice@brookes.ac.uk
Professional advisors are available to help students with a variety of matters including housing, university problems and money worries. www.brookesunion.org.uk/advice [01865 484770](tel:01865484770)

Brookes Bus www.brookesbus.oxfordbus.co.uk
Pest Control Team pest@oxford.gov.uk [01865 249811](tel:01865249811)
Environmental Health and Noise Pollution [01865 249811](tel:01865249811)

Recycling and Rubbish Information
[01865 249811](tel:01865249811), Twitter: [@Recycle4Oxford](https://twitter.com/Recycle4Oxford)

Sustainability Team sustainability@brookes.ac.uk
www.brookes.ac.uk/about-brookes/sustainability/
Twitter: [@sustainableOBU](https://twitter.com/sustainableOBU)



ALUMNI E-NETWORKING AND MENTORING PROGRAMME

What is it?
Brookes Connections is an easy-to-use, online portal, where you can connect with Brookes Alumni (past Brookes students) and network with our industry professionals from around the globe.

What can you do?
You can choose to browse industries you'd like to work from mentors in companies/industries you'd like to work for/in

- Work experience opportunities, placements, shadowing and jobs
- First hand assistance when writing job applications, cover letters, or preparation for interviews

What will you get out of it?
Advice and encouragement from an experienced professional

- Increased social and academic confidence
- Support, insights and connections to prepare

www.brookesalumni.co.uk/ementoring
brookes.ac.uk
brookesconnections@brookes.ac.uk
Telephone: 01865 484922

RECENT GRADUATES' NETWORK

We value our alumni and want to continue to support your development after you have graduated. There is a range of networking opportunities for you to tap into the skills and experience of your fellow alumni, as well as further courses, events and benefits that may interest you now and in the future.

Enhance your Career
Access to a range of career support, advice and networking opportunities.

Find a Mentor
Connect with fellow alumni in professional jobs and find a mentor.

Alumni Benefits
Receive 10% on postgraduate courses and a range of other benefits.

Join Alumni Networks
Get involved with alumni networks and attend recent graduate events.

Stay in Touch
Join the community and keep up-to-date with Brookes news and events.

To find out more about your recent graduates community and how you can get involved.

Support Brookes
Make a difference and help increase student opportunities.

for accelerating their careers!"
Brookes to be invaluable, and I am now privileged to share with recent graduates the tips, tools and techniques



Accounting and Finance BA Leila Singh '97 The Limitless Success Coach™ Speaker Trainer, and Author

COMMUNITY FRIENDLY CAMPUSES

Oxford Brookes welcomes visitors to our campuses and they can enjoy a variety of amenities including shops, sports facilities, eateries, printing services, libraries, banking facilities and NHS dentists.

Libraries
We offer a range of library services for external users at all of our campuses.

Studential
Based on the Colonnade, Headington Campus is an NHS dental practice.

Events
We hold a wide range of events throughout the year as part of our Open Lecture Series; all are free.

Brookes Restaurant
Is a high-quality restaurant. Our chef trainers also offer a range of cookery classes for children and adults.

Brookes Catering outlets
Offers a broad range of high quality value for money food and hospitality facilities across the university.

To find out more about our open campus facilities visit our website at: **www.brookes.ac.uk/social-responsibility/communities/community-friendly-campuses/**

- Award-winning gardens**
Explore Oxford Brookes' award-winning grounds; three of our sites hold Green Flag Awards. The Green Flag Award scheme is a national standard for parks and green spaces across the UK.
- Shopping and banking**
There is an on-site Santander branch and Costcutter shop located on the Colonnade on our Headington Campus. The Colonnade is also home to a Blackwells shop, located above Starbucks.
- the Glass Tank**
Located on our Headington Campus and open to all, the Glass Tank, our unique exhibition space, encourages you to engage with art and research through a diverse programme showcasing professional artists, students, staff and alumni working across a range of media from photography, painting and print through to film, sculpture and installations.
- Brookes Print**
Offers copy, print and finishing services, available to non-Brookes customers as well as staff and students.
- Brookes Sport**
Oxford sports facilities across all campuses which are open to the wider community. These include a range of fitness classes, access to university sites and halls of residence to the city centre.
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- Brookes Catering outlets**
Offers a broad range of high quality value for money food and hospitality facilities across the university.
- Brookes Restaurant**
Is a high-quality restaurant. Our chef trainers also offer a range of cookery classes for children and adults.
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- Oxford Brookes Venues**
can provide the perfect venue for your next conference, meeting or function.

Oxford Brookes students are given the opportunity to apply for a grant to fund an extra-curricular community project. Grants are fully funded through the generosity of Brookes Alumni.

IMPACT FUND PROJECTS

Previous community projects include:

- Sensory Garden at Harcourt Hill
- Art workshops for primary school children and residents in a care home
- An orchard at Headington Hill
- Zine workshops for people with learning disabilities
- Sensory room at Sobell House

All Student Impact Fund projects incorporate the University's Guiding Principles:

- Generosity of Spirit
- Entreprising Creativity
- Confidence
- Connectedness

If you are a Brookes student with an idea for an extra-curricular project, benefiting the local community where you are based either for study or placement, you can apply for funding up to £500. The project must be a stand-alone project and require no further funding from other sources to be successfully completed.

Deadline for applications
Semester 1: Tuesday 6 November 2018
Semester 2: Tuesday 12 February 2019

Find out more
www.brookesalumni.co.uk/sif

CASE STUDY



Mark Whitteman, a sponsored Occupational Therapy Student, ran a 6 week sculpture project at Lindgate, Buckinghamshire for Mental Health service users whose aim was to return to paid work in the future.

"I learnt a lot about myself, my strengths and weaknesses and what I can do to improve upon them. Through the project, attendees were introduced to other charitable services in a friendly and relaxed atmosphere of Lindgate grounds. By attending the workshops the volunteers also gained confidence in decision making and creative tasks and also took responsibility for their role in the project."

STUDENT COMMUNITY WARDENS

Oxford Brookes University has a team of Student Community Wardens helping to foster positive relationships between students and permanent residents living in the community.

They take a proactive role in addressing issues including noise, anti-social behaviour, car parking and litter together with assisting in resolving disputes between students and permanent residents.

Student Community Wardens are current students, working up to an average of five hours per week during semester time. They help students living off-campus settle into their private rented accommodation. They provide advice on how to be good and considerate neighbours including minimising noise disturbance and managing their rubbish and recycling effectively.

- All streets surrounding Headington Howard Street
- All streets from The Plain, St Clements, Mortel Avenue and on both sides of Cowley Road up to Southfield Road and Campus (including Gypsy Lane Estate)

- Litter Picks
- House Champion Scheme
- Clean Champion Scheme
- OxClean
- Shh... Communication
- 'Pack for Good' Campaign
- 'From Hall to Home' Campaign
- Residents' Association Meetings
- Community Events

They are also involved in the following schemes and activities throughout the year:

STUDENT YEAR PLANNER 2018/2019

PLUS INFORMATION ON LIVING IN THE COMMUNITY

INFORMATION FOR RESIDENTS

The year planner provides information on how we work with our neighbours as well as address any concerns about our students. On the reverse is information for our students about living in the community.

OXFORD BROOKES UNIVERSITY



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OXFORD BROOKES UNIVERSITY

Oxford Brookes strives to enhance the experience of its students, staff and local community. It welcomes visitors to all of its campuses through the various services and facilities that are available to members of the public. The University supports a wide range of activities and events across Oxfordshire such as the Headington Festival and Cowley Road Carnival. These events provide an excellent opportunity for the University to demonstrate its commitment to the local area and it is proud of the contribution that it makes.

OXFORD BROOKES UNIVERSITY

■ Brookes employees represent over 2% of all employment in Oxford – equivalent to one in every 50 jobs in the city

■ Brookes contributes over £1 million to the UK economy every day

■ In the top 15 most culturally diverse institutions in the UK

■ 17,800 students with at least £16,000 of them spending in the local community

■ Of those coming from the UK, three quarters of Brookes students come to Oxford from outside of Oxfordshire, bringing revenue from other parts of the UK

■ In 2003 Brookes became the world's first Fairtrade university

■ One of the top 10 universities for low crime levels

■ The only UK university in the QS ranking of top 50 institutions under 50 years old

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