

## Kilmore/Cill Dara House GUEST POLICY

Day Guests,

The Reach Deaf Service respects residents' right to daytime visiting guests. Guests must be accompanied by the resident and must depart at the times indicated below, unless registered and authorised by Reach Deaf Services Residences as an overnight guest.

### **Monday - Sunday 09.00 to 23.00**

The reasoning behind these hours is twofold.

1. To foster respect for the study, privacy, and sleeping habits of other community members.
2. To provide a more safe and secure environment within the residences.

Guest times are a privilege that may be changed by the Reach Deaf Services in response to inappropriate behaviour, or for operational requirements (e.g. exam periods, large events etc.).

### **Overnight Guests**

The Reach Deaf Services respects residents' right to daytime visiting guests. Guests must be accompanied by the resident at all times and must abide by the rules detailed below. In order to comply with safety regulations and ensure the welfare of other community members, the Reach Deaf Services has an Overnight Guest Policy which must be complied with exactly. Unauthorised overnight or extended visitation violations may result in a resident being asked to move off campus and further action under the Breaches of Residential Rules Process.

- Requests must be made via email to the Accommodation Team, [accommodation@reachdeafservices.ie](mailto:accommodation@reachdeafservices.ie), by at least two working days prior to the guest's arrival.
- The occupier is responsible for their actions at all times.
- The guest must be aged 18 or over and should have photo Identification with them at all times.
- The resident must always accompany the guest after 23:00
- A resident's guest must sleep in their bedroom, not in common areas.
- Codes of access emergency key box and pedestrian gate must not be shared.
- 1 overnight guest per building is permitted.
- To ensure that the service is available to all residents there is a maximum of 2 consecutive nights at any one time for any guest.
- Guests cannot be booked in over a prolonged period of weeks in advance.
- Each resident is allowed to have guests for a total of 5 nights per semester.
- Reach Deaf Services is not responsible for providing additional requirements for authorised guests.
- The overnight guest policy may, on giving one week's notice, suspend or restrict for any period the facility to host overnight guests where this is, in his/her view, in the interests of residences generally or is of assistance to the management and operation of the facility. In exceptional circumstances it may not be possible to give one week's notice.
- Residents in breach of these terms and conditions will be levied with an automatic fine of €100 and will be subject to the Breaches of Residential Rules process.