



April 2022

To: Junior and Senior Members of College

USE OF THE GARDENS

We hope you will agree that the Head Gardener and his team have done an excellent job in maintaining the gardens. We would be grateful for your support in helping them to maintain standards through sensible use of the College facilities.

General Use of all Gardens

- a) Games are not permitted in any of the College gardens due to the potential for disturbance and damage. The Student Guide is explicit on this matter. This includes Cripps Court lawn, the lower lawn (back of Chapel/pond area), Ann's Court lawns and the hostels. Use the sports ground on Barton Road for any games or training.
- b) If you take any food or drink into the gardens you must clear up afterward. (For the avoidance of doubt, you are reminded that any party or gathering of more than 10 requires the Dean's permission as usual; see the section on Garden Parties below.)
- c) Fires, including barbecues, are not permitted in any College garden.
- d) **Examinations continue until the last day of Easter Full Term.** Students and examiners are certain to be working in College until and beyond that date. Please keep noise to a minimum.
- e) All College members are requested to refrain from walking on any of the lawns when the grass is wet, frosty, or snowy. Do not take short cuts across borders and flowerbeds as apparently uncultivated areas contain bulbs. Care should be taken during adverse weather conditions.
- f) Garden Parties must be arranged through the Conference & Events Office; you will be supplied with details/conditions relating to garden parties.

Garden Parties

Bookings for Garden Parties must be arranged through the Conference & Events Office; Junior Members are, in addition, required to consult with the Dean at least two weeks beforehand. Organisers are reminded of the recommendations regarding Alcohol and of the rules governing the Quiet Periods. **You should contact the Conference & Events Office at least 7 days before your party if you require tables and other equipment. It will be necessary to leave a deposit cheque when hiring any equipment.**

The following guidelines have been developed over the years to help things run smoothly.

- a) The gardens are available primarily for members of College and College Societies.
- b) Parties in the main garden should fit into one of the following time slots: 12 noon to 3pm, 3pm to 6pm, 6pm to 9pm. No party should exceed 2 hours' duration, and no party should coincide with Chapel services. The number of guests should not exceed 100.
- c) As with other bookings, any alcohol consumed must be purchased through the Conference & Events Office.
- d) Organisers of parties should consult with the Head Porter over detailed arrangements at least a day before the party.
- e) **It is essential that party organisers take responsibility for clearing up at the end of their party,** especially corks and any glass.
- f) Organisers are responsible for all of their guests at the party; once it is over, they remain responsible for out-of-College guests until they have left the premises.