

Hello,

We are into February which means it's time for another Activities Update. Its Activities Update #10 this time and there might not be a lot of information in this one, but the information below is important.

1. Room bookings and mess of rooms
2. Waste amnesty
3. Review of finance training

1. Room bookings and mess of rooms

We are receiving numerous complaints from the College about the state of the rooms that are being left in after some societies have used them. This is a reminder that if you book a room on campus [you are responsible for the state it is left in](#) and that it needs reset. You can find what the room is supposed to look like beside the door in each room. If your club or society does not reset the room, the College may be forced to stop your club or society using that room. If we have persistent offenders, we may have to stop your bookings altogether. We know that most clubs reset the rooms, and we want to ensure that the few that don't aren't negatively impacting on the rest. If you have any room booking coming up please take a few minutes to remind yourself of the [Room readiness checklist](#).

On room booking etiquette, just another reminder that the College is a workspace and people, whether students or staff will be working late into the hours. If you are asked to turn down the volume of your activity, please respect the other users of that building.

2. Waste Amnesty

A reminder that CSP Waste amnesty is this Thursday (6th February). Please bring all your unwanted items to the Dining Hall in the Union from 09:00am until 4.00pm. Please note we will not be able to accept hazardous waste, or mattresses. It's your opportunity to get rid of all your excess no longer relevant equipment.

3. Reviewing and improving CSP Finance Training

We are looking at refreshing the Finance training for CSPs, we want to understand what about the training is done well, what needs work and what does not currently exist but should. Please let us know your feedback by completing [this survey](#).

As always if you do have any questions, more than happy to help.

Best,

Student Activities Team

Tel: 020 7594 8060

We currently operate in a nut and coconut free environment. We kindly ask all students, visitors and clients to refrain from bringing coconut products or nuts onto the premises.

Imperial College Union
Beit Quadrangle, Prince Consort Road, London, SW7 2BB
Registered Charity No: 1151241



Call us: 020 7594 8060
Visit our website: imperialcollegeunion.org