



## Student Accommodation Electrical Regulations

1. Under the Electricity at Work Regulations 1989 there is an obligation on the College to control all electrical appliances connected to its electrical system.
  2. All college owned electrical appliances (kettles, toasters, microwaves etc.) are tested and certified annually in accordance with PAT testing regulations. All power outlets in College and student accommodation are 240 volts unless otherwise stated. Do **NOT** plug in any electrical equipment before you check its voltage. UK voltage is **240V at 50 Hz**, whilst US voltage is **120V at 60Hz**. Equipment that is compatible will list a range: 120v-240v, 50-60Hz. Such equipment will automatically adapt itself to whatever voltage system in to which it is plugged. Plugging in non-compatible electrical devices may ruin the device and damage the electrical circuit. If in doubt, don't plug the equipment in and instead consult Maintenance.
  3. Subject to paragraph 7 and 8 you can only bring electrical appliances such as PCs, printers and stereos into College if you can guarantee their safety. If they are over **two** years old you should have them tested by a qualified electrician before bringing them into College. You may be asked for proof of testing if there is any doubt as to the safety of the item.
  4. Every appliance must carry the appropriate British Standard number or Kite mark. The plug must also carry BS number 1363, be of the safety sleeve type, and be correctly fused for the appliance. Flexible cables must be in good condition and not worn, perished, split, stretched or twisted. You are responsible for ensuring that appliances are well maintained and kept clean, dry and free from dirt and tested regularly by competent people.
  5. DIY multi-sockets and rotary extension cables are strictly prohibited. Only factory made, fused multi-sockets fitted with a plug to BS 1363 may be used where there are insufficient permanent sockets. Where used, cables are not to be trailed in such a way as to constitute a trip hazard.
  6. Foreign adaptors, converters and extension cables are acceptable as long as they fulfil the criteria in paragraphs 3, 4 and 5.
  7. If you are unsure about the safety of an item, you should contact the Accommodation Manager to ask for advice.
- 8. You may not bring into college:**
- **Any kind of cooking appliance (except those specifically listed at paragraph 8) including microwaves, small ovens, electric rings, popcorn makers and rice cookers**
  - **Electric fans**
  - **Electric fires or heaters of any kind (gas, oil, paraffin, electrical)**

- **Infra-red lamps**
- **Fairy lights**
- **Plug in air fresheners**

**Exemptions from the above may be granted on medical or religious grounds only. You should seek permission in writing to the Accommodation Manager prior to bringing in and using the appliance.**

9. You may bring kettles and fridges only (subject to paragraphs 2 and 3) to be used in the bedrooms.
10. The College reserves the right to enter any room in order to check on the use and safety of any electrical equipment. Any appliances, leads etc. thought to be faulty, potentially dangerous or in breach of the guidelines above **will be removed and retained by the college until the end of term.** There is a decanal fine for using dangerous or banned equipment in rooms.
11. You must not interfere with electrical fittings or connect appliances to a lighting circuit. You must not use any kind of additional lighting apart from table lamps.
- 12. If one of your appliances trips the electricity supplies you should not try and use it again but inform the lodge or maintenance department who will investigate. Constant attempts to use faulty equipment inconvenience your fellow students when the electricity supply is tripped. All instances of this will be reported to the Dean.**
13. Please help the college to reduce risk from electrical appliances and protect the environment by switching off and unplugging items when they are not in use.
14. **You must remove all your electrical appliances when departing from College accommodation.**

**THE COLLEGE'S DECISION ON THE USE OF AN ELECTRICAL APPLIANCE IS FINAL**