

University of Oxford
**St Edmund
Hall**

Undergraduate Freshers' Guide 2024

Welcome from the Principal

It is with very great pleasure that I welcome you to the Hall. This is an incredibly vibrant, friendly and highly committed academic community which you have now joined.

St Edmund Hall/Teddy Hall/the Hall are all names that you will find people using to refer to the college. People will also now sometimes refer to you as an Aularian - all very confusing but I have no doubt that quickly you will take this in your stride, and settle into life at Teddy Hall and Oxford more generally.



The first term will have its ups and downs. This is entirely normal for everyone – moving to University represents a large step in anyone's life. I just want to therefore remind you in this welcome note that we are here to support you in good times and bad. In return, all we ask of you is to fully embrace everything that Oxford and the Hall has to offer, live life to the full, and make the most of your time here. Time passes far too quickly when you are in Oxford!

I very much look forward to meeting you all individually this term.

Very best wishes

Professor Baroness Katherine Willis, CBE
Principal

Welcome from the Senior Tutor

Dear Fresher

As Senior Tutor, my role is to oversee the academic activities of the College. I work with the Tutor for Undergraduates and the College Registrar to ensure that there is appropriate academic and pastoral provision to allow students to study effectively. To do this, we monitor student progression and feedback each term.



While we will do our best to provide you with an academic environment in which you can flourish, you will need to do your part if you are to succeed. Your tutors will offer you advice and support, but you will need to take responsibility for your education. That means completing work to deadlines, submitting paperwork as requested and responding to e-mails in a timely fashion.

Oxford terms are short and the workload is challenging, but should be manageable. While there will be time for you to enjoy life away from your studies, academic matters must come first. Once you slip behind with your work, it will be almost impossible to catch up.

Make sure you communicate with the College: if you are unwell, struggling with the workload or stressed, talk to your tutor or to the welfare team. If you are unhappy with the teaching that you are receiving, talk to your tutor, or contact me.

In advance of your arrival, please take note of the guidance provided by your tutor and the preparatory reading that they have suggested, and complete the pre-arrival work that they have set. In addition, I draw your attention to the University's guidance on academic practice, and particularly on plagiarism: www.ox.ac.uk/students/academic/guidance/skills.

Yours

A handwritten signature in blue ink, which appears to read 'Robert Wilkins'. The signature is written in a cursive, slightly stylized script.

Robert Wilkins
Senior Tutor

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The Grey Book

The Grey Book is the name given to the College Regulations for students. When you sign your college contract, you will be undertaking to abide by the regulations in the Grey Book. Read it and get to know it. It will tell you everything you need to know about being a student at St Edmund Hall, from term dates and fees and charges to academic arrangements and college policies on welfare and discipline.

The [Grey Book](#) can be found on the College website.

Arrival Information

When should I arrive?

You should arrive at St Edmund Hall on **Sunday 6 October**.

Let us know when you will be arriving by filling in the [registration form](#). If you are taking up College accommodation, you should make sure you have discussed your arrival date with the [Accommodation Manager](#).



How do I get to Oxford?

Maps, directions and travel advice are available from the [University website](#). If you are taking a bus from central London, or either Heathrow or Gatwick airport, ask the driver for the Queen's Lane bus stop on the High Street, immediately opposite the College.

Is there any parking near the College?

Regrettably, no; parking is very limited in the historic city centre. Cars may be unloaded in Queen's Lane, directly outside the College but space is limited. To avoid attracting unwanted attention from traffic wardens, obtain a temporary unloading permit from the porters' lodge and do not park in the disabled bay unless authorised.

Where do I pick up my key?

All students living in St Edmund Hall accommodation should collect their key from the porters' lodge at the main college site in Queen's Lane, irrespective of which site they are living in. The lodge is staffed 24 hours a day and provided you have told us when you plan to arrive (if out of normal office hours) they should have the key ready for you.

What is the address of my accommodation?

All first-year undergraduates will be living in college accommodation. Your post will be delivered to your pigeon-hole in the porters' lodge. Your address will be St Edmund Hall, Oxford, OX1 4AR. This is the address you should give to banks and all other official bodies.

I need to make return travel arrangements. When should I book my return ticket?

Information about terms, weeks and dates is published in the **Grey Book**. Undergraduates are expected to stay in residence until the last Saturday of term, which will be **7 December**. You should **not** plan to leave College on Friday because tutorials and classes may be arranged until 7 pm.

Still, have questions about your arrival? Email accommodation.officer@seh.ox.ac.uk.

Registration and Joining the University

This page explains the steps you will take to become a member of the University of Oxford.

The University Card Form

All students must complete the [Card Form](#) before they can be registered for access to University facilities, including learning resources and email. The Card Form is in the forms folder; return it to the College no later than **9 September** so that you are not delayed in registering and gaining access to university facilities at the start of the term.

Online registration

When your University Card Form has been processed, you will be emailed your Oxford Single Sign-On (SSO) account details. Let us know if these haven't arrived by 25 September. Once you have your SSO, you will be prompted to complete the first step of registration online. You should do this **before** you come to Oxford.

College registration and your University Card

College Office staff will help you complete your University registration during the **compulsory** College registration session on **Monday 7 October**. The College Office will let you know your allocated registration slot. You will be able to collect your University (or Bodleian) card at your allocated college registration session. Your University Card is your pass to all the University libraries and certain departments. At St Edmund Hall, it also acts as a swipe card for meals and laundry. If you have a student loan, it won't be paid into your account until we have completed your registration, so make sure you don't miss the session!

European and International students

We are obliged by Home Office regulations to check your passports and visa before we can complete your registration. Please make sure you have completed the [passport submission form](#) to upload your passport ID page before the College Registration session.

Matriculation

Matriculation is the traditional ceremony at which you will formally be admitted to the University. Attendance is compulsory and you will be required to wear full academic dress. It will take place on **Saturday of 1st Week – 19 October 2024**.

Still, got questions about registration or matriculation? Email college.office@seh.ox.ac.uk

Visa Information for International Students

EU, EEA, Swiss and Overseas students are required to provide evidence that they are legally permitted to study in the UK. You **must** upload your passport ID page via the [passport submission form](#) for checking and recording. Please do this before the College Registration session in Freshers' Week (**Monday 7 October**).

If you have an online eVisa or pre-settled/settled status you will need to send us a Share Code. Please visit the following link: <https://www.gov.uk/view-prove-immigration-status> and complete the checklist to generate a Share Code. Please then send your Share Code to college.office@seh.ox.ac.uk, and we will check your permission to study in the UK using the Home Office online portal.

Overseas students will be issued with their visa in two stages. You will receive a 90-day travel vignette/sticker which will be stuck into your passport. You must then ensure that you collect your biometric residence permit (BRP) before the College Registration session on **Monday 7 October**. This can be collected from a Post Office.

The most central Post Office location in Oxford is: **102-104 St Aldate's, Oxford, OX1 1ZZ**
Opening hours: **09:00 to 17:30, Monday to Saturday**

Please note that the College will not be able to register Student visa-holders on the basis of a temporary visa sticker alone. Student visa-holders should therefore ensure that they have collected their BRP card before the College Registration session on **Monday 7 October**.

Biometric Residence Permits are being discontinued, and although they are still being issued for incoming students starting in Michaelmas 2024, they will only be valid until 31 December 2024. If you hold a BRP you will need to create an online UKVI account and switch over to an eVisa before the December expiry date. For instructions on how to do this and further information, please visit the following Student Immigration Team webpage [Your student visa and online immigration status \(eVisa\) / University of Oxford](#). You will also be sent further information about this process in Michaelmas term.

You can also contact the [Student Immigration Team](#) if you have further queries.

Academic Information

Although academic work won't start in earnest until **Monday 14 October (1st week)**, your tutor will arrange a meeting with you in Freshers' Week to plan work for the term ahead. You will also attend a talk from the Tutor for Undergraduates, and departmental and library inductions.

Preparing for your studies

Tutors in all subjects have set preparatory exercises for you to complete before you arrive. You should also make sure to read the welcome from the Senior Tutor at the front of this guide, which sets out the College's general academic expectations of you.

You may wish to take this opportunity to look at the [University's general study skills guidance](#). Your attention is particularly drawn to the section on plagiarism. Under the University's regulations, intentional or reckless plagiarism is a disciplinary offence, and the College takes such cases very seriously.

Libraries

The University of Oxford's Bodleian Libraries group is one of the largest academic library services in the world. The College also has its own library, housed in the 12th Century church of St Peter-in-the-East. As well as providing additional copies of many of the texts you will need, the College Library is a beautiful and convenient place to work.

You should attend the virtual [University Libraries induction](#) and the College Library induction in Freshers' Week.

Freshers' Week

Freshers' Week is packed with a variety of events designed to help you settle into Oxford. There are official induction sessions into the College and your department. The Junior Common Room (JCR) also organises a number of social events.

Please note that the induction timetable is subject to change. A copy of the current version will be available on the [Freshers' website](#).



Compulsory events are highlighted in **blue** on your timetable. You should prioritise attendance at these events. They have been scheduled to take place during times agreed within the University for College events, but if you also have a compulsory Faculty or departmental engagement at the time of one of these events, please let the College Office know. Make sure you check your email regularly and keep an eye on College noticeboards for details of important meetings.

Living Arrangements

Your Room

You will be living on the main site and a room has been reserved for you. The Accommodation Manager will email you a copy of your License Agreement for you to sign.

Please note that your licence agreement will start from Sunday of 0th week as you are required to be in residence from Sunday of 0th week during your first term and we will therefore bill you at the daily rate for any nights in residence before Sunday of 0th week.



Your room is fully furnished but you are expected to supply your own bedlinen, including a duvet (or blankets) and pillow(s). However, bedding packs can be purchased for overseas students from the College.

Your room is available to you during University terms only and you will need to remove your belongings at the end of each term. Overseas students who have difficulty returning home in vacations may make special arrangements with the [Accommodation Manager](#).

Electrical equipment

Audio-visual equipment should be operated on a low volume only and not outside the Music Hours specified in the Grey Book.

If you would like to bring a fridge, you will need to apply in writing to the Accommodation Manager. You will need to lodge an £80 deposit against disposal costs.

Kettles, toasters, rice kettles and irons are not permitted for reasons of compliance with fire regulations. The College provides these in pantries and laundries. Candles and incense are also not permitted in student rooms.

If you have a TV or will be streaming content, you will need a [TV licence](#).

Any electrical equipment you bring to College must conform to UK safety standards. All appliances must bear the British Standards 'kite-mark' or equivalent and must either be new or have been PAT-tested. The UK electric supply is 240 volts and plugs are three-square-pin.

Meals

All students are expected to have a certain number of meals in College: students living in Queen's Lane will be charged £395.00 and students living in College annexes (WRM or Tamesis) will be charged £145.00 each term for meals. The sum can be used to pay for breakfast, lunch, brunch, servery dinners and all formal halls. There will be **no refunds at the end of each term**. The balance at the end of MT and HT will be rolled over to the next term. Any remaining balance on the account at the end of TT will be written off.

Laundry

There is a laundry on each site. Payment for laundry is through an app (see posters in the laundry room).

Insurance

The College insurance policy only covers loss due to fire and flood. It does not cover your personal possessions against theft, and you must make your own provision for your belongings.

Regrettably, thefts are quite frequent in Oxford, and some have occurred in College, usually as a result of rooms being carelessly left unlocked or property unguarded in a public place. You must be very security conscious. Never leave your room unlocked, even for a minute. Remember this especially on the day you arrive, thieves know the dates on which students arrive, and take advantage of the general chaos to help themselves. It has been known for thefts to occur while students are going back and forth ferrying their belongings from their cars to their rooms. It is also important that you ensure that the boot and doors of your car are locked at these times.

Can I have a car?

Although we don't have rules about ownership of cars, motorbikes etc., they are more of a liability than an asset in this congested city. The College has no parking available and parking permits are very restricted.

Bicycles

Most people find cycling the easiest way to get around Oxford. All bicycles must be registered with the Porters' Lodge soon after arrival. Only one bicycle per student is permitted. Any unregistered bicycles will be removed from the College.

You can find some advice on cycling in Oxford on the [University Website](#) and also further advice on [Efficient cycling](#).



College IT

Wi-Fi/Internet

Your College username/password will grant you access to the SEH Students Wi-Fi.

Please note that your Internet access is monitored. Downloading of illegal material (such as copyrighted films or music that you have not paid for) is strictly prohibited and, if caught, will be fined at £100/offence.

Printing

You can either print from any of the onsite computers at St Edmund Hall, or you can log on to <http://printing.seh.ox.ac.uk> from your own computer. From here you can check your printing charges and submit to the JCR, Library or NSE printers. Paper is available from the Lodge.

Computers

There are computers available for you to use in the JCR Computer Room (in the Besse Building). Your username/password will be emailed to you before you arrive.

Please note it is important that you do not share these details with anyone. It is used to track who had access and made changes to specific information. You are responsible for everything done on the system using your username and password.

If you bring a computer, you are strongly advised to specify it as a separate item on your insurance. You should make sure to back up your work regularly, and do not leave laptops unattended.

Connection to the College network is via a wireless or an ethernet port. Do not bring a router/modem yourself. Please note that most of the College is afforded with good Wi-Fi coverage, but there are a small number of 'dead spots'. You will need to plug in to the ethernet network in these locations. All computers without wireless capabilities require an RJ-45 network port to connect to the network. If you do not have one, we can provide you with an adaptor for temporary use.

Students connecting their computer to the College network should install and regularly update anti-virus software. Sophos anti-virus software is available for free from the University Computing Services.

Finance and Fees

Money matters can seem daunting when you go to University. This [Student Finance Guide](#) explains everything you need to know about tuition fee rates, how and when to pay College bills ('battels'), and the support available to you from the College and University.

The deadline for payment of your tuition fees is Friday of 1st Week – 18 October 2024.

Please contact the Finance Department if you have any queries: fees@seh.ox.ac.uk or (01865) 279002.

Bank accounts

If you don't already have a bank account in the UK, it is essential that you open one. Overseas students should start preparing before they leave for the UK: large banks usually let you begin the application procedure online.

We have a bank guide for you to view online which contains further information, including a step-by-step guide on setting up an account and common terms for bank accounts in the UK.

Health and Welfare

Students' health and welfare needs are supported by several members of the welfare team: information from some of these is included in this section. You can also find more information about [Health and Welfare](#) through the College website.

Welcome from the Summertown Group Practice

Dr Siobhan Becker
Dr Matthew Cheetham
Dr Lorna Monteith
Dr Dave Triffitt
Dr John Monach
Dr Charles Luo

SUMMERTOWN HEALTH CENTRE
160 BANBURY RD
OXFORD
OX2 7BS

Tel 01865 515552
Email: bobicb-ox.summertownhc@nhs.net

We are writing to welcome you to Oxford and to introduce ourselves to you as your College Doctors. St Edmund Hall has appointed Summertown Group Practice to provide health care for you while you are at college.

To register with Summertown Group Practice please complete our on-line registration form which you can find at www.campusdoctor.co.uk/oxford

During term time we offer surgeries at the college, you can also be seen at Summertown Health Centre. If you need to see a doctor whilst you are at home, you should go to your home GP and register as a **temporary patient**.

Our services are strictly confidential. While we have a link to your college, we do not discuss your medical issues with anyone in the college, your friends or your family unless you ask us to do so.

All students who are studying in the UK for longer than six months duration are entitled to register with the NHS. This is a Government-funded service, paid for by British tax-payers. Please go to www.nhs.uk for more information. As a patient, you generally access the NHS through your GP. In the UK you cannot consult a medical specialist without going through the GP first. If you are from abroad and have a pre-existing health condition, we request that you bring copies of your medical records and diagnoses with you to help us to help you, and to file a copy in your medical records here.

We have a comprehensive website at www.summertownhealthcentre.co.uk where you can find out about the services we offer and surgery times. If you have any queries, then our reception staff will be very happy to help you.

Immunisations

It is particularly important you have had all your immunisations before you arrive. We urge you in the strongest possible terms to ensure you have had **two doses of an approved coronavirus vaccine prior to starting at Oxford**. If you have not yet had these please book them as soon as possible through the NHS website or by calling 119. In addition, the **Measles, Mumps and Rubella (MMR) vaccine and the Meningitis ACWY vaccine (for students up to age 25)** are strongly recommended as these infections circulate rapidly in the student community. Over recent years Oxford has had several mini epidemics of Measles and Mumps. In the UK these vaccines are available through any GP practice, please arrange to receive these vaccines over the summer so that you have immunity on arrival in Oxford. If you are from a country where these immunisations are not available, please contact us when you arrive in Oxford to arrange appointments for them.

Registering with the Practice is IMPORTANT for both your assurance and the College.

We wish you good luck with your studies in Oxford.

Welcome from the Welfare Dean and College Nurse

Dear Fresher,

My name is Clare Woolcott and I work at St Edmund Hall as the Welfare Dean and College Nurse.

I work closely Jane Armstrong our Senior Welfare Officer and form part of the Decanal team.

I can support you with your physical and mental health needs such as contraception advice, minor illness support, wound care and phlebotomy. I can also act as a first point of contact for problems such as Anxiety and Depression, Eating Disorders, Homesickness and Bereavement. If have any long-term health concerns such as diabetes or severe allergies, please do come and see me. I offer daily clinics in college during term time. You can book an appointment by going to <http://wellbeing.seh.ox.ac.uk/> and follow the link to the Welfare Dean and Nurse appointments.



We have a College counsellor that can be contacted by emailing counsellor@seh.ox.ac.uk or you can self-refer to The Oxford University Counselling Service by following the link on this website: <https://www.ox.ac.uk/students/welfare/counselling>.

I work closely with the College Doctors who run a clinic in college on Tuesday mornings during term time. To book an appointment with the College Dr go to <http://wellbeing.seh.ox.ac.uk/> and follow the link to the Doctors appointments. If you haven't done so already, please register with the College Dr's (Summertown Health Centre). Follow this link: <https://www.campusdoctor.co.uk/oxford/> and click on St Edmund Hall.

I offer a strictly confidential service. I will not share any information without your permission unless in extreme circumstances where there is concern that you may be putting yourself or others at risk. If this were the case, I would always discuss disclosure with you first.

I recommend keeping a small first aid kit in your room consisting of some analgesia such as paracetamol and a thermometer and some plasters.

Above all, I welcome you all to St Edmund Hall and wish you a happy and successful time during your time with us.

Best wishes,

Clare Woolcott
Staircase VI, Welfare Suite (Front Quad)
clare.woolcott@seh.ox.ac.uk
nurse
01865 279063

Nurse Clinic Hours:

Monday 08:30-12:00 and 12:30-15:00
Tuesday 11:30-12:00 and 12:30-15:00
Wednesday 08:30-12:00 and 12:30-15:00
Thursday 8:30-12:00 and 13:00-15:00
Friday 8:30-12:00 and 14:00-15:00



Ensuring joined up care between your College Nurse and your GP

This leaflet explains how your health information is recorded by your College Nurse and your College Doctor's practice and who can see this information. This ensures that there is safer, better coordinated care between the nurses and the doctors.

How is my information recorded?

The College Doctors and Nurses both record your information using the same secure clinical system called EMISWeb. The nurses view and input their information via a VPN which is a secure encrypted connection. This information then appears in your main NHS EMISWeb record held at your GP surgery.

How is information shared between the College Nurse and your College GP Practice?

The GPs and Nurses at your GP practice can see any information entered by your College Nurse. Similarly when the Doctors and Nurses at the practice enter information into your NHS record this will also be seen by the College Nurses, if and

when you make an appointment with them. For legal reasons the College Nurses cannot see patients without recording their data in a secure clinical record and sharing this with the patient's GP practice.

What if I am not registered with a College Doctor?

The NHS and your College recommend that you register with a College Doctor in Oxford while studying. They are available for free, accessible, local care if you fall ill whilst studying, are able to advise about local services and also are able to provide medical certificates when needed in and around examinations which your 'home GP' would not be able to offer. For more information see

<http://www.nhs.uk/Livewell/studenthealth/Pages/Fivehealthsecrets.aspx> If you choose to stay with your home GP, the College Nurses will need details of your home GP practice to be able to share their consultation with them. In some cases they may want to request a summary of your medical information via fax or secure NHS e-mail.

How will my information be kept safe?

Your GP Surgery is responsible for safeguarding the information in your GP medical record. Only people involved in your care can view your record. All attempts to access your record are recorded. Anyone who attempts to access your record illegally can be prosecuted.

What are your choices?

- **If you are willing** for your GP medical record to be shared between the College Nurse Service and your GP practice when required for your care, you do not need to do anything. Your record will remain securely stored and will only be accessed if you use the College Nurse Service. Consultations with the College Nurse will be taken as implicit consent for the sharing as above.
- **If you are NOT willing** for your College Nurse medical record to be shared with your GP Surgery under any circumstances, then unfortunately you will not be able to use the College Nurse service.

Information sharing outside of your GP Practice

The College Nurses will not share any of your medical information with any college staff member without your express consent other than in exceptional circumstances e.g. should you be deemed

to be at risk of serious harm, or should you have lost the capacity to give this consent.

When you register or registered with a GP practice they should give you a leaflet about NHS initiatives to share your personal information for visits to the hospital and other healthcare settings (Summary Care Record) and if you register in Oxfordshire to the Out of Hours GP service (Oxfordshire Care Record). The information that the College Nurse Service inputs will be included in these records.

- **If you are happy with this arrangement** and you have signed up for these sharing agreements with your registered GP then you do not need to do anything
- **If you have already opted out** of sharing your personal information for other NHS initiatives, such as the Summary Care Record or the Oxfordshire Care Summary, your record including your College Nursing records will not be shared. If you change your mind and want to allow your record to be shared with the other healthcare settings or wish to stop this sharing agreement, please contact your GP Surgery.

Complaints

If you have any complaints or concerns about the services that you have received, please get in touch as soon as possible. If you would like to make a complaint or to express a concern, you can pick up a leaflet at your College Nurse's office, download our complaints leaflet from www.oxfed.uk/oustudents, or contact Sheree Martin, OxFed Head of Operations on 01865 788 885 sheree.martin1@nhs.net

Find out more at OxFed.uk

Welcome from the JCR Welfare Officers

Hi freshers!

Welcome to the hall! This is just a quick message from your JCR welfare officers (Alex and Bella) to let you know what our role involves and how we can help and support you throughout this year!

Just to give you all a brief overview of our role, welfare officers are elected every year in Michaelmas term by the JCR (another name for Teddy Hall undergraduates) and take over the role at the beginning of Trinity. Our main responsibilities are organising welfare events throughout the term, leading a team of peer supporters within the college, and acting as an easy and accessible point of contact and support for any kind of welfare concern.

Welfare events are consistent across each term, and vary throughout the year, functioning as an opportunity for students to get away from academics, catch up with friends or meet new people around college and have a laugh! Previous events have included open mic nights or arts and crafts events in the college bar, movie nights in the JCR, welfare walks or organised runs in Uni Parks and Christ Church Meadows, and Pimm's in the park, picnics and sports days in the sunshine of Trinity term. However, the most consistent event of all is the notorious JCRT, occurring every Friday afternoon either in the JCR or in the graveyard in summer. JCRT is essentially a weekly delivery of cakes, chocolate, sweets, savoury snacks, smoothies and more (including gluten free and vegan alternatives) to college which is all free to students. It is a lovely event to end the week and de-stress, with a great turn out every time! We often collaborate with the JCR Entz reps to put on bigger events, ensuring college is a warm, welcoming environment and we are always open to new suggestions for events, so don't hesitate to let us know if you have any ideas! We typically notify people of these events through the JCR Facebook or the JCR WhatsApp chat, or through email in our general weekly updates.

Peer supporters are students in the JCR who have chosen to undergo 24hours+ of welfare training offered by the university counselling service, making them qualified to provide confidential support to peers. They are not counsellors but are there to offer a listening ear if you have any issues or concerns and can direct you to more specialised support if necessary. There are posters around college and on the JCR website of our current peer supporters, as well as information on how to contact peer supporters at other colleges if you would prefer. Other forms of welfare contact include the senior welfare officer, the nurse, the deans and sub-deans, who can offer more formal welfare support in college. The college also has a dedicated counsellor (counsellor@seh.ox.ac.uk). The university counselling service are also available by appointment, with further information on the university page (<https://www.ox.ac.uk/students/welfare/counselling>). Information regarding all welfare contacts in college can be found on the college website (<https://www.seh.ox.ac.uk/students/health-and-welfare>).

We are also in charge of the provision of sexual health products in college (condoms, lubricant, pregnancy tests), which are free to take from the box we put them in outside the college welfare room. There are also free sanitary products here (and elsewhere in bathrooms around college) for

anyone to take, courtesy of the Womens* Reps. We also reimburse any emergency contraception such as the morning after pill.

If Freshers' week and the start of term feels overwhelming, there is always somebody you can talk to! Feel free to contact either one of us at any point before or during term if you have any questions or concerns. You can also message us on Facebook or stop us for a chat when you see us around college next term. We're really looking forward to meeting you all in person in October!

Alex and Bella

alexander.burson@seh.ox.ac.uk / isabella.brown@seh.ox.ac.uk / sehjcrwe@ox.ac.uk

Teddy Hall JCR Welfare Officer Team and Peer Supporters



JCR Peer Supporters

We've all had over 24 hours of training from the university counselling service, so we are always here to listen. Feel free to contact us for a chat or pop by to any of our drop ins if you ever need someone to talk to. Everything spoken about can remain confidential.



Henry Zhao

henry.zhao@seh.ox.ac.uk



Jessica Milligan

jessica.milligan@seh.ox.ac.uk



Jes Schiff (External Peer Supporter) - MCR

jessica.schiff@phc.ox.ac.uk



Noah Mitchell (External Peer Supporter) - JCR

noah.mitchell@wadham.ox.ac.uk

Or if you'd prefer to speak to a peer supporter outside of college, please contact **noah.mitchell@wadham.ox.ac.uk** to speak to one of the lovely Wadham peer supporters!

Academic Dress and Dress Codes

Full academic dress at Oxford is known as 'sub-fusc'.

It consists of the appropriate gown (the University outfitters will advise), a mortar board or soft-cap, and your preferred items from:

1. One of
 - Dark suit with dark socks, or
 - Dark skirt with black tights or stockings, or
 - Dark trousers with dark socks
2. Dark coat if required
3. Black shoes
4. Plain white collared shirt or blouse
5. White bow tie, black bow tie, black full-length tie, or black ribbon.

Students serving in H.M. Forces are permitted to wear uniform together with a gown.

The first time you will need to wear full sub-fusc is at Matriculation on Saturday of 1st week. You probably won't wear full sub-fusc again until your exams, but you will wear your gown at some formal dinners and formal academic appointments, such as meetings with the Principal. Gowns are not worn to Freshers' Dinner.

Dress Codes

The following guide has been created by the MCR to help you better understand different dress codes. You'll quite often get invited to things where there is a dress code in Oxford. Knowing what to wear can be a nightmare, so here's a guide:

Casual	You can wear what you like (within reason). Jeans and trainers are acceptable.		
Smart casual	Collared shirt, smart trousers (avoid wearing jeans if possible), black or brown shoes (avoid trainers if possible), and a jacket or plain jumper if you like. A tie is not necessary.	OR	Smart top or blouse, jacket, or cardigan if you like, smart trousers/skirt to match jacket and tidy shoes or boots (avoid trainers if possible).
Lounge suit or Smart	A dark suit (with matching jacket and trousers), collared shirt and tie (but not bow tie), and black shoes are required.	OR	Cocktail dress (length just above the knee to just above the ankle).
Black tie	Black tuxedo (silk or satin lapels and ribbon seam on the outside of the trouser legs to match jacket), white dress shirt with cuff links, black silk or satin bow tie, and black shoes. A waistcoat or cummerbund is optional. Formal national dress is also acceptable.	OR	A long flowing dress or cocktail dress is typically more elegant than worn for a lounge suit dress code. At balls a long ball gown is appropriate.

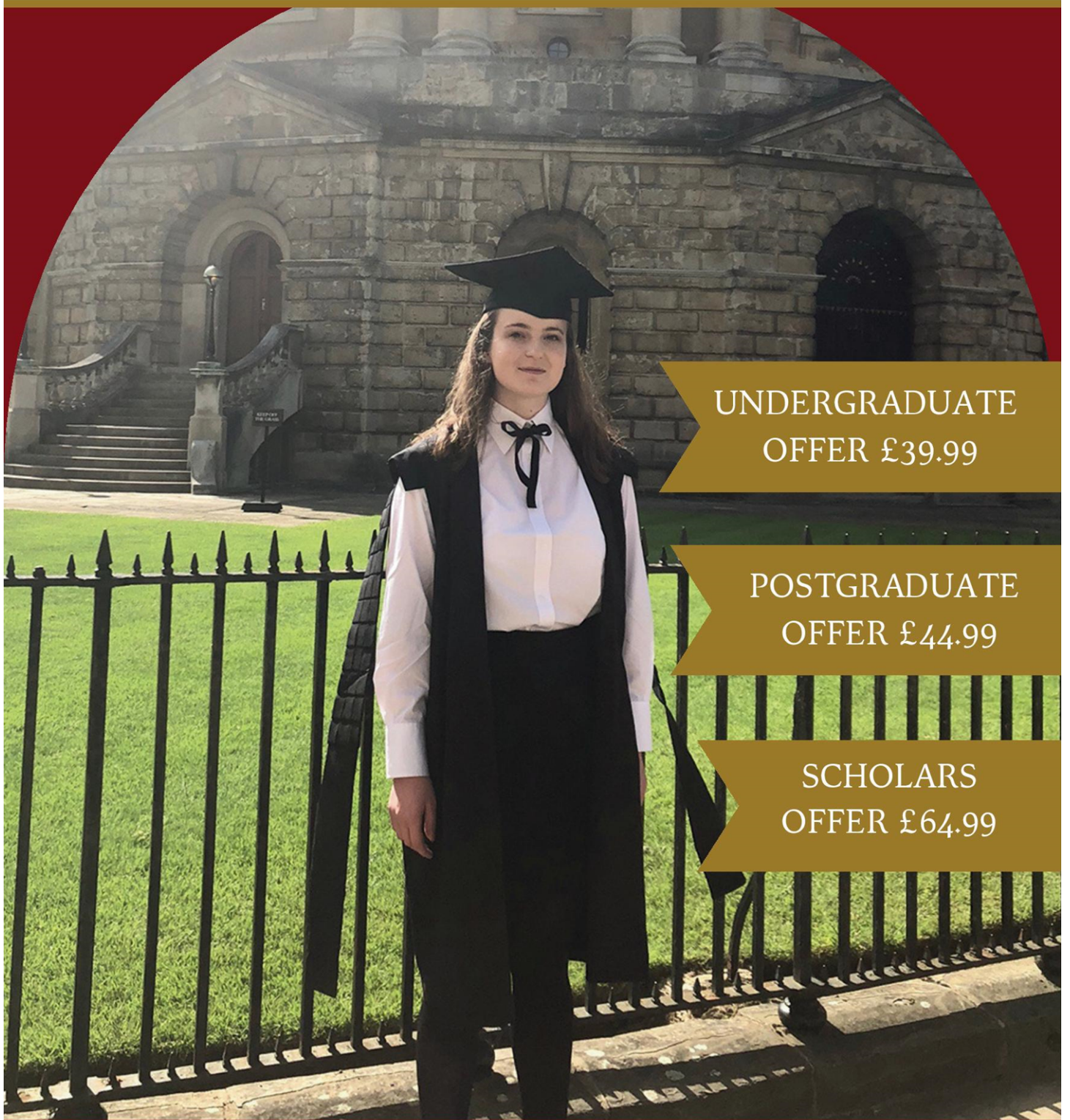
White tie	White cotton pique bow tie, black jacket with tails, dress shirt with cuffs and winged collar, black trousers with two satin seams along the outside trouser legs, white waistcoat, white silk handkerchief and black shoes. A black top hat and white gloves are optional. Formal national dress is also appropriate.	OR	A long ball gown reaching at least the ankles or the ground.
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There are a number of University outfitters in Oxford:

Ede & Ravenscroft, Walters, Shepherd & Woodward, and the Oxford University Shop. By including these reproductions of their promotional material, we are not endorsing one supplier over the others.

WALTERS OF OXFORD

10 Turl Street, Oxford OX1 3DN



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SCHOLARS
OFFER £64.99

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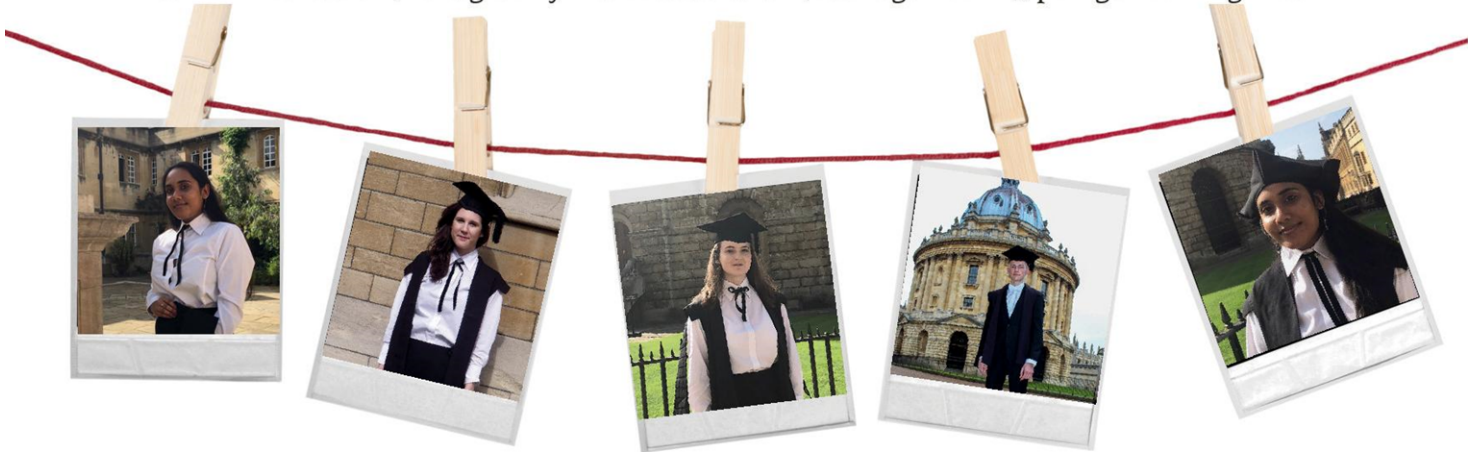


SUB-FUSC SPECIAL OFFERS

Many congratulations on gaining your place at Oxford University!
Walters are one of the largest suppliers of academic attire for Oxford University students,
having supplied Undergraduates and Postgraduates for over 160 years.

You will need to purchase your 'Sub-Fusc' to wear for examinations, matriculation
and other formal college events.

You will require a dark suit, trousers or skirt worn with black socks/tights and black formal
shoes. A formal white collared shirt/blouse worn with your choice of black or white bow tie/black
straight tie or black ribbon. You can also choose from a Mortar Board or Soft Cap as your
headwear choice, alongside your commoners (undergraduate)/postgraduate gown.



UNDERGRADUATE OFFER

Commoners Gown
+
Mortar Board/Soft Cap
+
Black/White Bow Tie/
Black Straight Tie or
Black Ribbon

£39.99

POSTGRADUATE OFFER

Graduate Gown
+
Mortar Board/Soft Cap
+
Black/White Bow Tie/
Black Straight Tie or
Black Ribbon

£44.99

SCHOLARS' OFFER

Scholars Gown
+
Mortar Board/Soft Cap
+
Black/White Bow Tie/
Black Straight Tie or
Black Ribbon

£64.99

Name :
 Home Address:
 Postcode:
 Contact number: College:
 Email:

Packages

Undergraduate £39.99 ☐
 Includes Gown, Headwear & Neckwear
 Mortar Board ☐ Soft Cap ☐
 White Bow ☐ Black Bow ☐ Black Tie ☐ Ribbon ☐

Postgraduate £44.99 ☐
 Includes Gown, Headwear & Neckwear
 Mortar Board ☐ Soft Cap ☐
 White Bow ☐ Black Bow ☐ Black Tie ☐ Ribbon ☐

Scholars' £64.99 ☐
 Includes Gown, Headwear & Neckwear
 Mortar Board ☐ Soft Cap ☐
 White Bow ☐ Black Bow ☐ Black Tie ☐ Ribbon ☐

Extras

White shirt (14"-18")	£29.99	<input type="checkbox"/>
discounted price with package	£24.99	<input type="checkbox"/>
White Blouse (4-20)	£29.99	<input type="checkbox"/>
discounted price with package	£24.99	<input type="checkbox"/>
Black Skirt (4- 18)	£29.99	<input type="checkbox"/>
discounted price with package	£24.99	<input type="checkbox"/>
Self Tie Bow Tie (sized)	£29.99	<input type="checkbox"/>
upgrade pre-tied in package	£20.00	<input type="checkbox"/>
Black single breasted suit	£249.99	<input type="checkbox"/>
discounted price with package	£199.99	<input type="checkbox"/>
Soft Cap	£14.99	<input type="checkbox"/>
Mortar Board	£14.99	<input type="checkbox"/>
Black Ribbon	£1.99	<input type="checkbox"/>
White/Black Bow Tie	£9.99	<input type="checkbox"/>
Long Black Tie	£14.99	<input type="checkbox"/>
Commoners Gown	£34.99	<input type="checkbox"/>
Graduate Gown	£39.99	<input type="checkbox"/>
Scholars Gown	£54.99	<input type="checkbox"/>

Measurements

Height:
 For correct size gown
 Head Size:
 Measure around head above ears
 Neck Size:
 For correct size shirt and bow tie
 Chest Size
 Waist Size
 Inside Leg

College Clothing & Accessories

Prices include 10% student discount

College Scarf	£40.49
College Silk Crested Tie	£31.49
College Silk Striped Tie	£31.49
College Bar crested cufflinks	£29.69
College Hooded Sweatshirt	£31.49
(Navy Blue) Size XS- XXL
Lab Coat	£31.49
(White Cotton) Size XS - XXL

Collect in Store ☐
 Delivery to college £4.99 ☐
 Please advise date required: / /

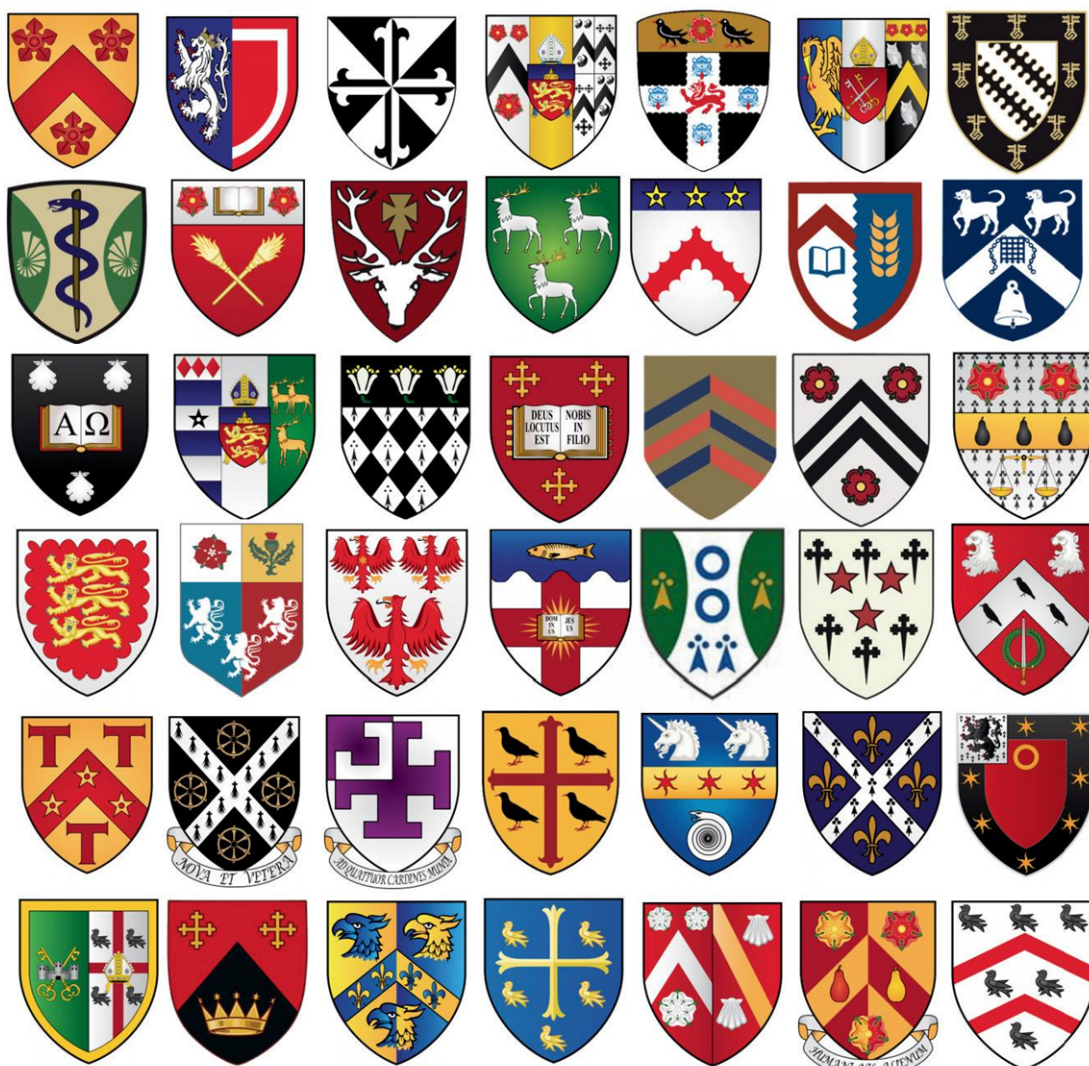
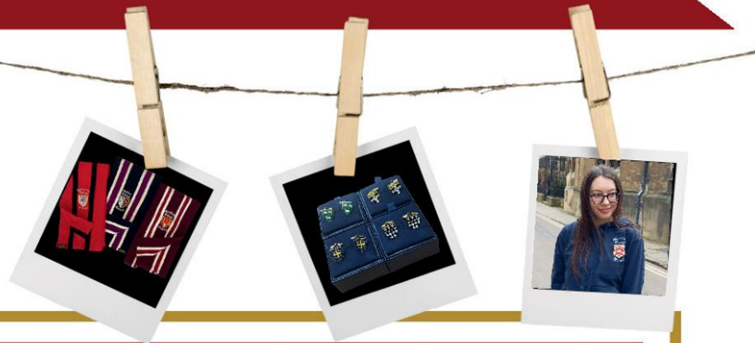
UK Postage £4.99 ☐
 Europe Postage (Tracked) £19.99 ☐
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Total

Visit us in store, email us or order online.



LAB COAT £31.49
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you got
your
SUB-FUSC?

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Tel: 01865 249491

enquiries@shepwood.co.uk



SUB-FUSC SPECIAL OFFER PACKAGES

Undergraduate Package

£39.99

Package includes Commoners Gown,
Mortar Board or Soft Cap,
Ribbon, Long Black Tie, Black or White
Bow Tie.

Scholars Package

£64.99

Package includes Scholars Gown,
Mortar Board or Soft Cap,
Ribbon, Long Black Tie, Black or White
Bow Tie.

Postgraduate Package

£44.99

Package includes Graduate Gown,
Mortar Board or Soft Cap,
Ribbon, Long Black Tie, Black or White
Bow Tie.



Order Online: www.shepherdandwoodward.co.uk



Dear Student

Many congratulations on gaining a place at one of Oxford University's most prestigious colleges.

Shepherd & Woodward are the largest supplier of Academic gowns to Oxford University students having supplied Oxford Graduates and Undergraduates for over 160 years.

Academic Dress Requirement at Oxford

All students are required to wear their Sub Fusc, which includes the Gown and Cap, in the presence of the Chancellor, Vice Chancellor and other Officers in the University in their official capacity at examinations, matriculation and formal college events.

Sub-Fusc Clothing

Underneath the gown, students should wear either a dark suit, black trousers or a black skirt worn with black socks or tights and formal black shoes. A formal white shirt or blouse is also required along with a choice of the following neckwear - a black ribbon, long straight black tie, black or white bow tie.

Please visit the store to see the full range of Sub Fusc clothing.

SPECIAL OFFER PACKAGES

Undergraduate Package

Pure Cotton Gown
(Commoners)
+
Mortar Board / Soft Cap
+
Ribbon, Long Black Tie,
Black or White Bow Tie

£39.99

Postgraduate Package

Pure Cotton Gown
(Postgraduate)
+
Mortar Board / Soft Cap
+
Ribbon, Long Black Tie,
Black or White Bow Tie

£44.99

Scholars Package

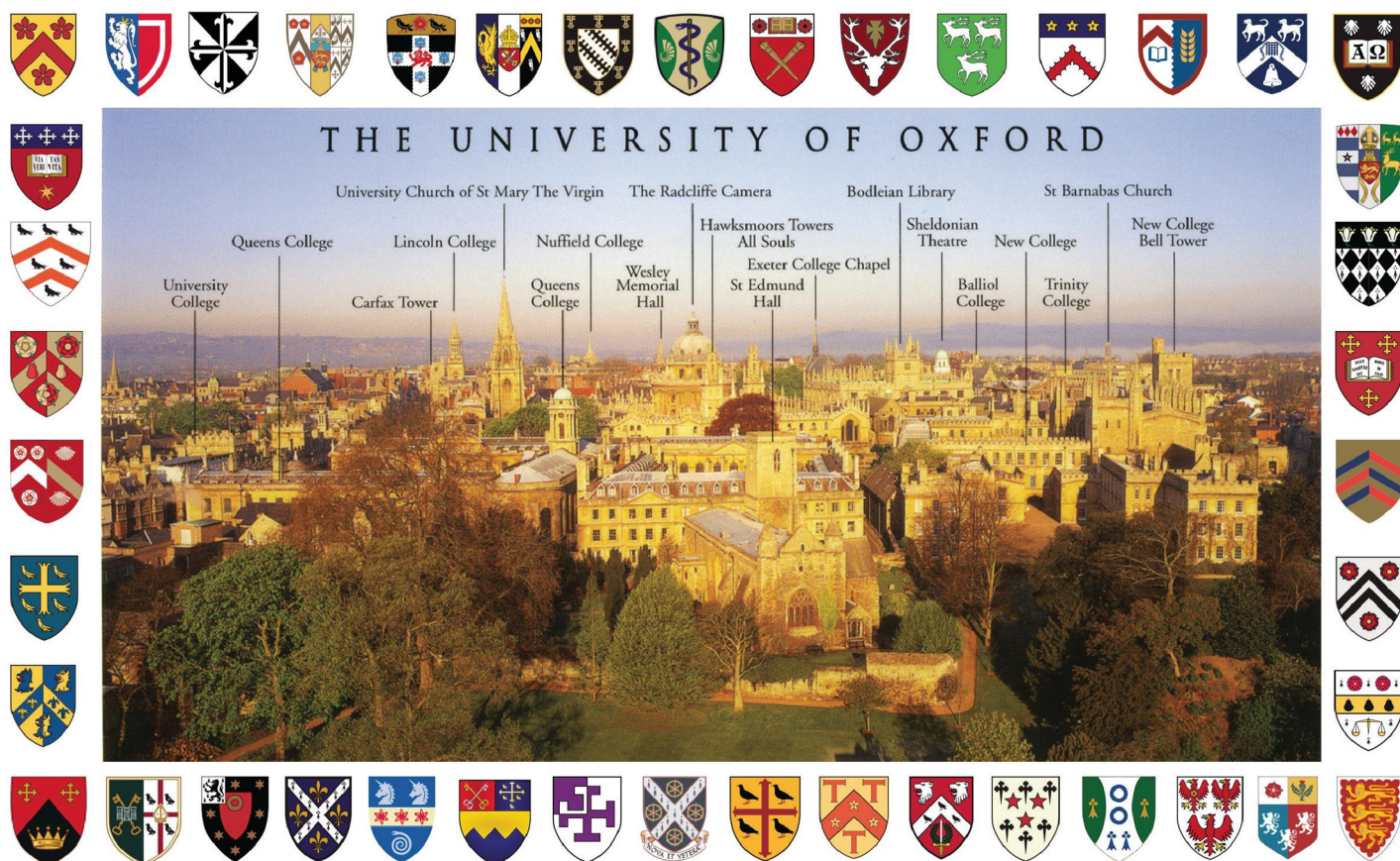
Pure Cotton Scholars Gown
+
Mortar Board / Soft Cap
+
Ribbon, Long Black Tie,
Black or White Bow Tie

£64.99

You can email us your requirements at enquiries@shepwood.co.uk, call us on 01865 249491
or order online at www.shepherdandwoodward.co.uk

Name: _____
Home Address: _____
Postcode: _____
Mobile: _____ Tel: _____
College: _____
Email: _____

Academic Wear	Price	Please Tick	College Regalia	Normal Price	10% Discount	Please Tick
Undergraduate Package (Please tick options below)	£39.99	<input type="checkbox"/>	College Crew Neck Navy	£29.99	£26.99	<input type="checkbox"/>
Mortar Board <input type="checkbox"/> Soft Cap <input type="checkbox"/> White Bow <input type="checkbox"/> Black Bow <input type="checkbox"/> Long Tie <input type="checkbox"/> Ribbon <input type="checkbox"/>			Please select size	XS <input type="checkbox"/> S <input type="checkbox"/> M <input type="checkbox"/> L <input type="checkbox"/> XL <input type="checkbox"/> XXL <input type="checkbox"/>		
Postgraduate Package (Please tick options below)	£44.99	<input type="checkbox"/>	College Hoodie Navy	£34.99	£31.49	<input type="checkbox"/>
Mortar Board <input type="checkbox"/> Soft Cap <input type="checkbox"/> White Bow <input type="checkbox"/> Black Bow <input type="checkbox"/> Long Tie <input type="checkbox"/> Ribbon <input type="checkbox"/>			Please select size	XS <input type="checkbox"/> S <input type="checkbox"/> M <input type="checkbox"/> L <input type="checkbox"/> XL <input type="checkbox"/> XXL <input type="checkbox"/>		
Scholars Package (Please tick options below)	£64.99	<input type="checkbox"/>	Lab Coat 100% White Cotton	£34.99	£31.49	<input type="checkbox"/>
Mortar Board <input type="checkbox"/> Soft Cap <input type="checkbox"/> White Bow <input type="checkbox"/> Black Bow <input type="checkbox"/> Long Tie <input type="checkbox"/> Ribbon <input type="checkbox"/>			Please select size	XS <input type="checkbox"/> S <input type="checkbox"/> M <input type="checkbox"/> L <input type="checkbox"/> XL <input type="checkbox"/> XXL <input type="checkbox"/>		
White Shirt - Poly / Cotton (14"-18") Size	£29.99	<input type="checkbox"/>	College Cufflinks (bar)	£32.99	£29.69	<input type="checkbox"/>
If purchased with package offer above - discounted price	£24.99	<input type="checkbox"/>	Self Tie (sized) White <input type="checkbox"/> Black <input type="checkbox"/> Bow Tie		£29.99	<input type="checkbox"/>
White Blouse - Poly / Cotton (4-20) Size	£29.99	<input type="checkbox"/>	Upgrade from pre-tied bow in package offer		£20.00	<input type="checkbox"/>
If purchased with package offer above - discounted price	£24.99	<input type="checkbox"/>	Black 2 Button, Single Breasted Suit		£249.99	<input type="checkbox"/>
Black Skirt - Poly / Cotton (4-18) Size	£29.99	<input type="checkbox"/>	If purchased with package offer above - discounted price		£199.99	<input type="checkbox"/>
If purchased with package offer above - discounted price	£24.99	<input type="checkbox"/>				
Mortar Board	£14.99	<input type="checkbox"/>	Chest Size: _____			
Soft Cap	£14.99	<input type="checkbox"/>	Waist Size: _____			
Black Ribbon	£1.99	<input type="checkbox"/>	Inside Leg: _____			
Ready Tied Satin Bow Tie: Black <input type="checkbox"/> White <input type="checkbox"/>	£9.99	<input type="checkbox"/>	Neck Size: _____ (For correct size of shirt & bow tie)			
Commoners Gown	£34.99	<input type="checkbox"/>	Height: _____ (For correct length of gown)			
Graduate Gown	£39.99	<input type="checkbox"/>	Head Size: _____ (Measure around head above the ears)			
Scholars Gown	£54.99	<input type="checkbox"/>	Please select Delivery / Collection Method:			
Marcella White Pre-tied Bow Tie	£14.99	<input type="checkbox"/>	Delivery to college £4.99			<input type="checkbox"/>
College Regalia	Normal Price	10% Discount	Please advise date required __/__/__			
College Crest Tie (Silk)	£34.99	£31.49	Collect from store			<input type="checkbox"/>
College Crest Tie (Poly)	£19.99	£17.99	UK Postage £4.99			<input type="checkbox"/>
College Stripe Tie (Silk)	£34.99	£31.49	Europe Postage £19.99 (Tracked)			<input type="checkbox"/>
College Stripe Tie (Poly)	£19.99	£17.99	Worldwide Postage £29.99 (Tracked)			<input type="checkbox"/>
College Stripe Scarf Crested	£44.99	£40.49				



Order online : www.shepherdandwoodward.co.uk

Development and Alumni Relations



Welcome to Teddy Hall from the Development and Alumni Relations Office

2024 Freshers



St Edmund Hall
University of Oxford

Welcome from the Development and Alumni Relations Office

Welcome! You are now a part of the worldwide community of Aularians. Every student of St Edmund Hall, past and present, is known as an 'Aularian', a term that derives from the word 'aula' (Latin for 'Hall'). Aularians form a network with over 11,000 members, and the Development and Alumni Relations Office (DARO) is there to keep you in touch with each other and the College past graduation.

DARO runs the HALLmarks Campaign, fundraising for the physical, intellectual, cultural, and pastoral priorities of the College, and ensuring Teddy Hall continues to deliver a truly aspirational and inclusive experience for all. You can read more about the Campaign and its goals here:
hallmarkscampaign.seh.ox.ac.uk.

DARO also delivers the regular fundraising Giving Day with a team of students, a programme of over 30 national and international events for all members of the Hall community, and the alumni newsletter The Aularian.

The most recent issue of The Aularian — as well as all the entire Publications Archive — is available here:

seh.ox.ac.uk/alumni/publications.

Get in Touch

You can follow the College on X (Twitter) (@StEdmundHall), like us on Facebook (facebook.com/StEdmundHall), follow us on Instagram (@stedmundhall) and join us on LinkedIn (St Edmund Hall, Oxford).

If you would like to know more about the work of DARO, please, contact us on aularianconnect@seh.ox.ac.uk or visit us in person in our office in Staircase 6, above the Bursary.

So that we can make sure you receive all latest news and event invitations, we'll add you to our database when you arrive (please, see the data protection information overleaf).

When you graduate, you will automatically become a member of the St Edmund Hall Association, which exists to promote and foster alumni relations for the benefit of all Aularians. We will continue to keep you updated with news from the Hall and invite you to regular events.



Full details on how your data is held and used are set out in our Data Protection Statement at www.seh.ox.ac.uk, under Policies, Accounts and Legal Documents. You can request a hard copy from the address below. Some sensitive personal data may be held in the DARS database. If at any time you have any queries about the use of your personal data in DARS, or wish to change the fact of, extent of, or use of your personal data, please, contact the Development and Alumni Relations Office at aularianconnect@seh.ox.ac.uk.

Development and Alumni Relations Office

Queen's Lane, Oxford
OX1 4AR

Contact Us

aularianconnect@seh.ox.ac.uk
+44 (0)1865 279055



The St Edmund Hall Association (SEHA)

The SEHA is the body which represents all Aularians and encourages them to:

- Foster friendship and spirit of collegiality through social and educational events. Recent graduates are subsidised by the Association.
- Create and encourage professional and social networks.
- Collect and disseminate news of alumni and SEHA activities.

A small Executive Committee manages the SEHA (both the JCR and MCR Presidents sit on the Committee) and any Aularian may stand for election.

Aularian Connect <https://aularianconnect.com>

Aularian Connect is the official networking platform for Aularians. It enables you to (re)-connect with friends, receive career advice and mentorship, share photographs and news, find and advertise jobs, and sign up to events and societies.

Make sure to sign up if you haven't already, and if you have any questions, please, contact aularianconnect@seh.ox.ac.uk.



Andrew Vivian,
Director of Development

Philanthropy

The Hall has enjoyed generous support from Aularians and friends, with many past graduates assisting our current students:

1 out of 4 undergraduates receives a donor-funded bursary; the College offers over 20 graduate scholarships, as well as over 150 awards and prizes. Many of our extracurricular clubs and activities, including sports, have been kindly supported by donations.

We believe that philanthropy is in true Spirit of the Hall and it exemplifies the HALLmarks chosen for our Campaign: Care, Community, Continuity, and Camaraderie.



What to do in the event of an attack

by an armed person or persons

The purpose of this guidance is to alert and not to alarm – it is not being provided in response to any specific information. Staff and students should remain alert to the danger of terrorism but should not let the fear of terrorism stop them from going about their day-to-day life as normal.

Be PREPARED
Stay CALM

In the event of an incident, quickly determine the best way to protect yourself:

Evacuate

- ▶ If it is possible to do so safely, exit the building or area immediately
- ▶ Have an escape route in mind (Fire Exit signs are a good point of reference)
- ▶ Evacuate regardless of whether others agree to follow
- ▶ Help others, if possible
- ▶ Prevent others from entering the area of danger
- ▶ Do not attempt to move wounded people
- ▶ When you are safe, call 999 and ask for the police



Hide

- ▶ If evacuation is not possible, find a place to hide where the offender is less likely to find you
- ▶ If you are in a room/office, stay there
- ▶ If you are in a corridor, get into a room/office
- ▶ Lock the door and blockade it with furniture
- ▶ Silence your mobile phone and remain quiet
- ▶ Turn off the lights and draw any blinds
- ▶ Hide out of view and behind something solid (desk or cabinet)
- ▶ If it is possible to do so safely, call 999 and ask for the police



Inform

When you contact the police provide the following information:

- ▶ Location of and the number of offenders
- ▶ Any physical descriptions of the offenders
- ▶ Number and type of weapons used by the offenders
- ▶ Number of potential victims at the location
- ▶ Your location



**Stay
SAFE**

Further information and advice is available from
Oxford University Security Services
01865 (2) 72944
security.control@admin.ox.ac.uk



Any Questions?

Finance Department – fees@seh.ox.ac.uk

For any questions about fees and bills

Belinda Huse – accommodation.officer@seh.ox.ac.uk

For any questions about College accommodation or collecting keys

Sunny Pagani – bursary@seh.ox.ac.uk

For any questions about meals, laundry, or other aspects of living at St Edmund Hall

Melody Njoki, Alena Nemeckova, Melanie Brickell, and Emily Craven –
college.office@seh.ox.ac.uk

For questions about returning your forms, Freshers' Week, registration, academic matters, and anything else you can think of!