



*University of Oxford*  
**St Edmund  
Hall**

Undergraduate Freshers' Guide 2023

# 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](http://www.ox.ac.uk/students/academic/guidance/skills).

Yours

A handwritten signature in blue ink that reads "Robert Wilkins".

**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 1 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 **2 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](mailto: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 **4 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 2 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 – 14 October 2023**.

**Still, got questions about registration or matriculation?** Email [college.office@seh.ox.ac.uk](mailto: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 your allocated College Registration session in Freshers' Week.

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. If you have chosen to collect your biometric residence permit (BRP) card from the College, you will receive it at the College Registration session on **Monday 2 October**. If you have chosen to collect your BRP card from another location, you must ensure that you collected it before the College Registration session on **Monday 2 October**.

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 (if not collecting from the College Office) before the College Registration session on Monday 2 October. More information on student visas may be found on the [University website](#).

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 9 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 – 13 October 2023.**

Please contact the Finance Department if you have any queries: [fees@seh.ox.ac.uk](mailto: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 Health Centre

**Dr Siobhan Becker**  
**Dr Matthew Cheetham**  
**Dr Kyle Knox**  
**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: [summertownhc@nhs.net](mailto: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 online registration form which you can find at [www.campusdoctor.co.uk/oxford](http://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 taxpayers. Please go to [www.nhs.uk](http://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](http://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 - Registering with the Practice is IMPORTANT for both your assurance and the College.**

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.

# Welcome from the College Nurse and Senior Welfare Officer

Dear Fresher,

My name is Clare Woolcott and I work at St Edmund Hall as the College Nurse and one of the Senior Welfare Officers.

I can give advice around contraception, general advice on diet, lifestyle, and stress management. I can manage most wounds and suture removal. I can also act as a first point of contact for other problems such as Anxiety and Depression, Eating Disorders, Homesickness and Bereavement. If you 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 [wellbeing.seh.ox.ac.uk](http://wellbeing.seh.ox.ac.uk) and follow the link to the Nurse appointments. We have a College counsellor that can be contacted by emailing [counsellor@seh.ox.ac.uk](mailto: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 them go to [wellbeing.seh.ox.ac.uk](http://wellbeing.seh.ox.ac.uk) and follow the link to the Doctors appointments.

**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](mailto:clare.woolcott@seh.ox.ac.uk)  
Nurse  
01865 279063

**Nurse clinic hours:**  
**Monday 08:30-12:30**  
**Tuesday 11:30-12:30**  
**Wednesday 08:30-12:30**  
**Thursday 8:30-12:30**  
**Friday 8:30-12:30**





# 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](http://www.oxfed.uk/oustudents), or contact Sheree Martin, OxFed Head of Operations on 01865 788 885 [sheree.martin1@nhs.net](mailto:sheree.martin1@nhs.net)

### **Find out more at OxFed.uk**

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OxFed, 18 Ivy Close, Cowley, Oxford OX4 2NB T +44 (0)1865 788 885 E [oxfed.admin@nhs.net](mailto:oxfed.admin@nhs.net) [oxfed.uk](http://oxfed.uk)

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# Welcome from the JCR Welfare Officers

Hey everyone!

This is just a quick message from your JCR (Junior Common Room) Welfare Officers, Lalou and Joss, about what we do and how we can help and support you through our role!

Welfare officers are elected by the JCR (the collective name for all undergraduates at Teddy Hall) at the end of Michaelmas (1st term) and take over the role at the beginning of Trinity (3rd term). Our main roles are organising welfare events, heading the team of peer supporters within college, and being a point of contact for anyone in need of welfare support.

Welfare events vary throughout the terms, but one constant event we put on is JCRT. This essentially involves a massive weekly TESCO delivery food to college which we put in the graveyard or JCR (the room) every Friday afternoon. The order typically consists of cakes, chocolate, sweets, savoury snacks, smoothies and much more (including gluten free and vegan alternatives). Everyone is welcome to come and dig in, have a bite to eat and catch up with friends. For other events, we often team up with the Entz reps to put on bigger events. In the past these have included Pimms in the park, sports days, art and craft events and open mic night, overall, just helping make college a warm and welcome environment. We usually notify people of events on the JCR Facebook group or via our weekly emails.

Peer supporters are students who have chosen to undergo 24 hours of training delivered by the university counselling service so that they are able to provide confidential support to peers. At Teddy Hall, we typically have between 3-8 people, but this varies term to term. We are both peer support trained ourselves. We, as peer supporters, are (obviously) not professional counsellors but they are there to listen to you if you have any issues and can direct you to more specialised support if necessary. There are posters around college and on the JCR website of the current peer supporters, as well as information on how to contact peer supporters at other colleges if you would prefer. Other welfare contacts include the senior welfare officer, the nurse, the deans, and the sub-deans, who provide more formal welfare support in college. The college has a dedicated counsellor, ([counsellor@seh.ox.ac.uk](mailto:counsellor@seh.ox.ac.uk)) as well. The university counselling service are also available by appointment, for information visit [the university page](#). Information regarding all welfare contacts in college can be found on the [college website](#).

In addition to all this, we are also in charge of the provision of sexual health products (condoms, lubricant, pregnancy tests), which we keep in a box outside the welfare room in college. There are also sanitary products here for anyone to take for free, courtesy of the Women's\* Reps. We also reimburse any emergency contraception such as the morning-after pill.



Feel free to contact either of us at any point before or during the term if you have any questions or concerns. You can also message either of us on Facebook or stop us for a chat around college. We're really looking forward to meeting you all in person in October!

Joss and Lalou

[joss.carr@seh.ox.ac.uk](mailto:joss.carr@seh.ox.ac.uk), [lalou.laredo@seh.ox.ac.uk](mailto:lalou.laredo@seh.ox.ac.uk)



# Teddy Hall JCR Welfare Officer Team and Peer Supporters



## 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.



**Joss Carr**

[joss.carr@seh.ox.ac.uk](mailto:joss.carr@seh.ox.ac.uk)



**Lalou Laredo**

[lalou.laredo@seh.ox.ac.uk](mailto:lalou.laredo@seh.ox.ac.uk)



**Simone Balakrishna**

[simone.balakrishna@seh.ox.ac.uk](mailto:simone.balakrishna@seh.ox.ac.uk)



**Thomas Henning**

[thomas.henning@seh.ox.ac.uk](mailto:thomas.henning@seh.ox.ac.uk)



**Ambra Speciale**

[ambra.speciale@seh.ox.ac.uk](mailto:ambra.speciale@seh.ox.ac.uk)



**Jasmine Laing**

[jasmine.laing@psy.ox.ac.uk](mailto:jasmine.laing@psy.ox.ac.uk)



**Siddhant Dhingra**

[siddhant.dhingra@chem.ox.ac.uk](mailto:siddhant.dhingra@chem.ox.ac.uk)

Or if you'd prefer to speak to a peer supporter outside of college, please contact [ellie.jones@mansfield.ox.ac.uk](mailto:ellie.jones@mansfield.ox.ac.uk) to speak to one of the lovely Mansfield peer supporters!

# The Junior Common Room (JCR)

Dear Freshers,

You've made it! You've probably heard this a million times by now but congrats for making it into Teddy. You are about to step into the friendliest college of Oxford. We're a close-knit community here and are always looking out for each other no matter if you've just started or if you're one of the wisened finalists. One of the best things about teddy is that it doesn't matter what year you are in, so you'll have plenty of chance to meet the years above. Once you can remember the names of all of your own year first!



What is the JCR? The TL;DR it's the student-body called the Junior Common Room. All undergrads (including all of you) are members of it. The committee is made up of different roles like Social Secretary, Welfare Officer, Sports reps, Arts reps. We run events for the undergrads and ensure everyone has got the provisions that you might need. At the end of the day, the JCR Committee is there to make life better for you all in college in any way possible, but we're also there to have fun and the whole JCR thing isn't taken too seriously. We have a constitution on our JCR website where you can look at all the roles and responsibilities of the Committee if you're interested. To confuse everything even more, the JCR is also a physical room with a tv, microwave, coffee machine, ps4 and sky box. Somewhere to chill out and just chat to people.

The place to go for information on anything and everything is a not so little book called the 'grey book'. Thanks to the wonders of modern technology it's now a beautiful grey pdf doc instead. But if it is to do with college it'll be in that book. And if it isn't, then ask me and I can help. As JCR President, I deal with college and represent you guys on almost everything. That includes talking to the big cheeses at the top of college. You'll be introduced to all these people (and us) during fresher's week! So yeah, if you ever need anything or just want to chat, I'm always available.

The most important things you need to know about the Hall: Our food is better than any other college in Oxford (this is a hill I will die on), we have the best chat and by far the most fun. Yeah, Oxford is at the top in terms of academics but there's so much more to Uni life than books and libraries (although our library is pretty sweet). Get stuck in. Do something outside of your comfort zone. Try a sport you've never tried, this is the time to find your passion, the thing that drives you, and you'll probably find others who think the exact same way. Not to sound too much like an Instagram inspirational quote. But this is your opportunity to get out and find who you are. There are societies and clubs both in and outside of college to join. And if what you want to do doesn't exist yet, then make it happen!

If you need any advice, hit me up ([jcrpresident@ox.ac.uk](mailto:jcrpresident@ox.ac.uk)), speak to your college parents or, honestly, ask anyone on or off the committee. We've all been where you are now- probably googling college stereotypes on Student Room, looking up packing lists, and trying to suss

everyone out on the Fresher group chats. We really are all here to help. Moving city, or country or house is no small feat, so it's calm to be a bit frazzled. Let us know and we'll do what we can.

1) Ming. You'll hearing the word a lot, so I figured I'd introduce you to it sooner rather than later. Ming is the affectionate name we call dinner in Hall. Unlike lingo like Michaelmas, Hilary, and Trinity (which is what Oxford call 1st,2nd and 3rd term), Ming is unique to Teddy. Pretty sure it started with a chef the college had decades ago that wasn't the best, so all the students called the food 'ming', for obvious reasons. Now, with the food being top tier, 'going down for ming', could not be better.

2) Don't miss JCRT. If you're a student, you love free stuff. JCRT is a weekly event -Fridays 4pm, put it in the calendar- with free snacks, smoothies, and drinks. It's a chance to hang out with the rest of hall as a break from doing tute work or the library (PS: the library is open 24/7, which is pretty cool)

3) Join the Facebook group @St Edmund Hall JCR 2023-2024. Get Facebook. Oxford runs off Facebook. It's pretty much where everything is organised and all the tickets for any event will go out. If something is going on in college, or even in the Uni as a whole, it's going to be on there first. They'll be loads of information about moving in going out on the Facebook group and if you don't have it when you're moving in. Our fresher's helper will pester you non-stop to get it.

4) Don't deep it. I saved the best for last because this one's a biggie. I've been asking a lot of people what they wish they knew as a Fresher and it was that they wished they'd had more fun. First year set up for you to find your feet. Yes, try hard, and no, don't miss tutorials (You can miss one or two lectures). But, as long as you've set yourself up a good foundation, have a good time. Whether your idea of that is going out-out or watching movies with friends or going for a walk in Christ Church meadows, prioritise it once you've got what you need to do done. It's important to prove to yourself and to your tutors what you're capable of, but at the end of the day (or year), Life is for living. So, live it.

Brodie Weymouth  
Your President  
[jcrpresident@ox.ac.uk](mailto:jcrpresident@ox.ac.uk)



# 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:

<b>Casual</b>	You can wear what you like (within reason). Jeans and trainers are acceptable.		
<b>Smart casual</b>	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.	<b>Smart casual</b>	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.
<b>Lounge suit</b> or <b>Smart</b>	A dark suit (with matching jacket and trousers), collared shirt and tie (but not bow tie), and black shoes are required.	<b>Lounge suit</b> or <b>Smart</b>	A dark suit (with matching jacket and trousers), collared shirt and tie (but not bow tie), and black shoes are required.
<b>Black tie</b>	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	<b>Black tie</b>	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

	shoes. A waistcoat or cummerbund is optional. Formal national dress is also acceptable.		or satin bow tie, and black shoes. A waistcoat or cummerbund is optional. Formal national dress is also acceptable.
<b>White tie</b>	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.	<b>White tie</b>	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.

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.

# Development and Alumni Relations



## Welcome to Teddy Hall from the Development and Alumni Relations Office



Full details on how your data is held and used are set out in our Data Protection Statement at [www.seh.ox.ac.uk](http://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 [alulianconnect@seh.ox.ac.uk](mailto:alulianconnect@seh.ox.ac.uk).

### Development and Alumni Relations Office

Queen's Lane, Oxford  
OX1 4AR

### Contact Us

[alulianconnect@seh.ox.ac.uk](mailto:alulianconnect@seh.ox.ac.uk)  
+44 (0)1865 279055



## 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](http://hallmarkscampaign.seh.ox.ac.uk).

DARO also delivers the regular fundraising telethon with a team of students, a programme of over 30 national and

### 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 [alulianconnect@seh.ox.ac.uk](mailto:alulianconnect@seh.ox.ac.uk).



Andrew Vivian,  
Director of Development

The most recent issue of The Aularian — as well as all the entire Publications Archive — is available here: [seh.ox.ac.uk/alumni/publications](http://seh.ox.ac.uk/alumni/publications).

## Get in Touch

You can follow the College on Twitter (@StEdmundHall), like us on Facebook ([facebook.com/StEdmundHall](https://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](mailto: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

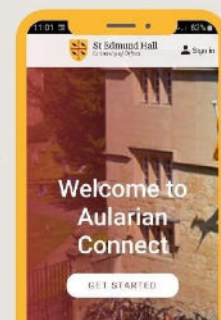
## Aularian Connect

In 2020, we launched Aularian Connect, the official networking platform for Aularians.

The Hall worked with the St Edmund Hall Association (SEHA) and alumni volunteers to meet the demand from Aularians for a platform to connect all alumni and students. This platform enables you to connect with other Aularians, find jobs and opportunities to be mentored, share your photographs and news, and join groups and societies.

We now have over 1,600 registered Aularians on the platform, with 782 persons offering to help current students with careers advice and mentoring.

Join today at [aularianconnect.com](http://aularianconnect.com) to connect with Aularians. If you would prefer to download the app, please, visit [seh.ac/aularianconnect](http://seh.ac/aularianconnect) for instructions.





# 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](mailto:security.control@admin.ox.ac.uk)



# Any Questions?

**Finance Department** – [fees@seh.ox.ac.uk](mailto:fees@seh.ox.ac.uk)

For any questions about fees and bills

**Belinda Huse** – [accommodation.officer@seh.ox.ac.uk](mailto:accommodation.officer@seh.ox.ac.uk)

For any questions about College accommodation or collecting keys

**Sunny Pagani** – [bursary@seh.ox.ac.uk](mailto: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 Eleanor West** –  
[college.office@seh.ox.ac.uk](mailto:college.office@seh.ox.ac.uk)

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