union COLLEGE

STUDENT HANDBOOK

2027

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*study
*socialise

live unique

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Acknowledgement of Country

Union College acknowledges the Traditional Custodians of the land, water, and air on which the College is located. Our community lives, learns, and grows together on these rich lands, waters, and air, which have been gathering places for thousands of years.

Union College is committed to honouring Aboriginal and Torres Strait Islander peoples' unique cultural and spiritual relationships to the lands, air, waters, and seas, and to their significant contribution to society as the oldest living civilisation in the world. We pay our respects to Elders past and present. Through them, we offer our respect to all First Nations people with whom Union College is privileged to live, work, and learn.

In alignment with the *Australian Universities Accord Final Report*, we commit to ensuring that First Nations students are supported to participate fully in our residential community, and that their voices, knowledge, and perspectives are valued and visible in the decisions that affect them.



About Union College

Who We Are

Union College is one of The University of Queensland's residential colleges. We're part of a community that's been here since 1965, and we've grown into a diverse, inclusive space for emerging adults from many backgrounds.

Our Values

We live by seven core values:

- **Integrity**: Being honest and doing the right thing, even when it's hard
- **Innovation**: Trying new things, being open to ideas and change
- **Collaboration**: Working together, listening to each other, solving problems as a team
- **Tolerance**: Respecting people who are different from us, including their beliefs, cultures, identities and backgrounds
- **Equity**: Making sure everyone has what they need to succeed, and that no one is left out
- **Respect**: For ourselves, each other, visitors, our space, and the natural world
- **Responsibility**: Looking after ourselves and each other, and being accountable for our choices

The College Team

Head of College / CEO: Adjunct Professor Dr Fiona Hawthorne

Deputy Head of College /Deputy CEO: Mr Dane Hermann

Executive Officer & Board Secretary: Janet O'Hara

Commercial Manager: TBA

Resident Engagement & Programs Manager: Reenah Jays

Accounting & Finance Lead: Ellishea Banning

Resident Wellbeing Lead: Kate Lunney

Facilities & Systems Lead: Andrew Doohan

Marketing & Communication Officer: Elyse McMillan

Admissions Administrator: Carrie Li

Accounts & Payroll Officer: Anna Cleary

Administrative Assistant & Receptionist: Vanessa Newman

Facilities & Maintenance Officer: Chris Jones

Resident Mentors: 23 trained mentors across all floors, plus specialists in community engagement, cultural programming, wellbeing and diversity support, sports, social events, and academic support

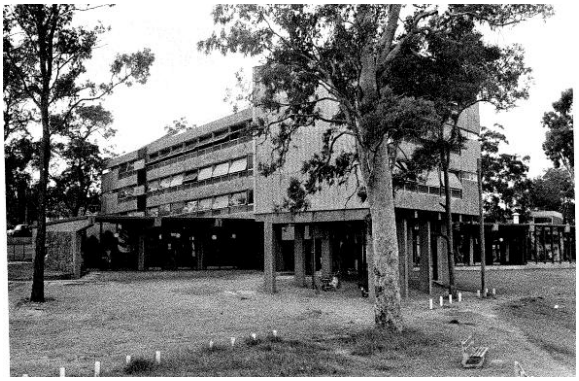
Resident Tutors and Academic Support: Available to help you with your studies

Other Support: Staff for wellbeing, facilities, health and safety, administration and reception

If you need help, reach out to your floor Resident Mentor first. They know you and can usually help or connect you to the right person.

History and Heritage

Union College was established in 1965 at the University of Queensland, St Lucia site. It was designed by renowned architect James Peter Birrell and recognised as one of the ten best buildings in Australia when it opened. In 1968, we became Queensland's first residential college to welcome both men and women. In 2004, we were added to the Queensland Heritage Register.



We're proud of this history. Today, we continue to innovate and lead in how we support emerging adults to live together respectfully and safely.

How We Live Together

What This Is About

Union College is a community. That means we all have responsibilities to each other. We agree to follow the same rules, treat each other with respect, and help create an environment where everyone feels safe and belongs.

We believe in honesty, fairness, and speaking up when something is wrong. We do not tolerate violence, harassment, abuse, or any behaviour that makes someone feel unsafe.

This section explains what we expect from you and what you can expect from us.

What You Can Expect from Union College

- **A safe environment**: We work hard to prevent harm. We have trained staff and transparent processes to respond if something goes wrong.
- **To be heard**: If you tell us about a problem, we listen. We don't blame you for speaking up.
- **Confidentiality (with limits)**: We keep what you tell us private, except where safety requires us to act or the law requires us to report.
- **Fair processes**: If there's an investigation or disciplinary process, you have the right to know what's happening and to have your experience heard.
- **Support**: We provide counselling, medical help, and other resources. If we can't help with something, we'll connect you to someone who can.
- **No retaliation**: We protect you from being treated badly for making a report or participating in any process.

What Union College Expects from You

- **Follow the Code of Conduct**: Read it carefully. It sets out the standards for living here. It's binding on all of us.
- **Respect other residents**: Treat people with kindness, even if you don't know them well or agree with them. Include people. Challenge disrespectful behaviour.
- **Seek and give consent**: Ask before you do anything that involves another person's body, privacy, or feelings. Respect their answer. Remember: consent is clear, enthusiastic, and freely given. It can be withdrawn at any time.
- **Follow the alcohol policy**: Drink responsibly. Don't pressure others to drink. Look out for people who may be at risk. Never use alcohol as an excuse for harmful behaviour.
- **Keep shared spaces clean and safe**: Leave common areas better than you found them. Don't block fire exits. Report hazards.
- **Look after your room**: Keep it in good condition. Lock your door. Report problems early.
- **Be a good neighbour**: Keep noise down between 11 pm and 8 am. Be mindful of people studying, sleeping, or who may be sensitive to sounds or smells.

- **Know how to get help**: Read this handbook. Know who to talk to. Know the emergency numbers. Don't stay silent if something is wrong.

The Code of Conduct

What It Means

The Code of Conduct is a set of standards for living at Union College. When you sign your Resident Contract, you agree to follow it. If you don't, there are consequences—from a conversation with staff to losing your place at College. For a copy of the code please visit the union college website.

The Code is fair. It applies to everyone equally. It's designed to keep us all safe and to protect the community. The following general principles of the code are:

Your Responsibilities

As a resident, you agree to behave in line with the following:

Behaviour and Community

- Comply with your Resident Contract and all College policies
- Be responsible for your own behaviour and for your guests' behaviour
- Treat all residents, staff, and visitors with respect at all times
- Never engage in, encourage, or ignore violence, harassment, abuse, bullying, or any form of gender-based violence
- Seek and respect consent in all interactions
- Keep noise and disruption to a minimum, especially between 11 pm and 8 am

Your Room

- Keep your room clean and in good condition
- Lock your door when you're out
- Report damage or maintenance issues promptly
- Allow cleaning staff access every week
- Do not have overnight guests (this is a fire safety requirement)

Shared Spaces

- Leave common areas clean and tidy after use
- Don't remove or damage equipment or furniture
- Don't block fire exits, pathways, or emergency equipment
- Help keep gardens and outdoor areas in good condition

Your Studies

- Apply yourself to your studies and maintain good academic standing
- Share your academic results with the Resident Engagement & Programs Manager each semester (this helps us support you and track your progress)

Safety and Compliance

- Respond immediately to fire alarms and evacuation directions
- Follow all fire safety, workplace health and safety, and emergency procedures
- Don't use illegal drugs
- Follow the Responsible Consumption of Alcohol Policy
- Comply with all directions from staff and Resident Mentors
- Don't negatively impact the College's reputation through your actions

If Something Goes Wrong

If you break the Code, here's what happens:

1. **First conversation**: A staff member or RM will talk to you about what happened. Many issues are resolved this way.
2. **Formal warning**: If it's more serious, you'll get a written warning and be clear about what needs to change.
3. **Disciplinary process**: For serious breaches (especially violence, harassment, or sexual misconduct), there's a formal investigation. You'll be told what the allegation is, given a fair chance to tell your side, and informed of the outcome.
4. **Sanctions**: These might include loss of room access, a fine, a required apology or restorative action, suspension from the College, or termination of your residence.

We aim to be fair and transparent throughout. If you're going through a disciplinary process, you can ask for support from a staff member, friend, or advocate.

Safety, Respect, and Gender-Based Violence

What This Is About
Union College is a place where all residents should feel safe and respected. We do not tolerate violence, harassment, abuse, or any form of gender-based violence.

Gender-based violence includes:

- Sexual assault and rape
- Sexual harassment
- Intimate partner violence
- Stalking
- Image-based abuse (e.g. sharing intimate photos without consent)
- Emotional, psychological, or financial abuse directed at someone because of their gender, gender identity, or sexuality
- Any violent behaviour targeting women, LGBTIQAP+ people, or other groups

It is never the victim's fault. Let's say that again. **It is never the victim's fault.**

No one deserves to be harmed. Nothing you wore, said, or did justifies violence against you.

At Union College, we are committed to a whole-of-organisation approach to preventing and responding to gender-based violence. That means:

- We educate residents about respectful relationships, consent, and equality
- We train all staff to respond to disclosures and reports sensitively and fairly
- We investigate seriously and take action against perpetrators
- We support people who have experienced harm
- We hold people accountable
- We are transparent about what we're doing

What You Can Expect from Union College

If you experience harm:

- We believe you

- We won't judge you or ask why it happened
- We will listen and give you time
- We can connect you to counselling, medical help, or other support—on campus or in the community
- We can help you make a formal report if you want to, or we can listen if you don't want to report yet
- We will keep what you tell us confidential, except where we're legally required to report (e.g., if a child is at risk) or where your safety or others' safety requires us to act
- We will not retaliate against you for speaking up

About investigation and discipline:

- If there's an investigation, we will investigate promptly and fairly
- We will prioritise your safety throughout the process
- We will tell you what's happening, without sharing details that would compromise fairness
- We will not pressure you into any action or process
- If the person who harmed you is found to have broken the Code, we will take action, which may include them moving away from you on campus, undergoing some training about why their behaviour was wrong, or being expelled
- We will support your safety while any process is underway (for example, separating residents if needed, changing your room, or limiting contact)

If you're accused:

- You have the right to know what you're accused of
- You have the right to be heard fairly
- You have the right to ask questions and present your side
- You have the right to support from a friend, advocate, or staff member during any process
- We will make a decision based on the balance of probabilities and alignment with our values
- You have the right to know the outcome

What Union College Expects from You

- **Understand consent**: Consent means explicit, enthusiastic agreement. It's not assumed, it's not silence, it's not given once, and then it lasts forever. Check in. Listen. Respect a no. If someone says no or seems uncertain, stop. If someone is asleep, drunk, or otherwise unable to give explicit consent, stop.
- **Respect other people's bodies and boundaries**: Don't touch, kiss, or be intimate with someone without their clear consent, every time. Respect when people say no to physical contact, hugs, or sexual activity. Don't share intimate photos or videos without permission.
- **Challenge disrespectful behaviour**: If you hear a friend make a joke that's racist, homophobic, or puts down women, say something. If you see someone being left out or mistreated because of their gender, sexuality, disability, or culture, speak up. If you see someone at risk of harm, step in or get help.

- **Be an ethical bystander**: An *ethical* bystander is someone who witnesses an event that is disrespectful or harmful, chooses to do something, and considers the safest way to intervene. You have several reporting pathways available to you.
- **Look after your friends**: If a friend is drunk at a social event, make sure they're safe. Please don't leave them alone. Don't let someone take them somewhere private because they are unlikely to be able to give consent. If you're worried, call for help.
- **Know the resources**: Read this handbook. Know how to get help in an emergency. Know how to make a report if you need to. Know where to find counselling. Put all the college emergency contact numbers into your phone now.
- **Participate in respectful relationships education**: We offer training and information on consent, healthy relationships, and bystander action. Engage with this. Learn. It matters.

What Is Consent?

Consent is:

- Clear and enthusiastic
- Given freely, without pressure or coercion
- Specific (saying yes to one thing doesn't mean yes to everything)
- Ongoing (can be withdrawn at any time)
- Reversible (changing your mind is okay)
- Given by someone who can actually agree (awake, sober, capable of understanding)

Consent is NOT:

- Silence
- Assuming someone wants to because they didn't say no
- Giving it once and it lasts forever
- Possible if someone is asleep, unconscious, or drunk
- A yes to one thing is a yes to everything
- Ever owed to anyone

It's your job to:

- Ask clearly
- Listen to the answer
- Stop if someone seems unsure
- Respect a no
- Help friends understand consent too

Living on Campus

Your Room

Access and Privacy

Your room is your private space. No one can enter without your permission—not staff, not other residents, not your friends.

If we think your safety is at risk, we will enter your room. But only after we've knocked a few times and announced who we are.

Exception: In emergencies (fire, medical emergency) or for planned maintenance, facilities staff may need to enter. We will give you at least 24 hours' notice beforehand, except in genuine emergencies. After staff leave, your door will be locked. The other exception is for cleaning. It is a wellbeing and health and safety requirement that the cleaners be permitted access to your room once a week. This will be monitored and staff may intervene if access becomes an issue.

Room Condition Report

When you arrive, carefully check your room. Fill out the Condition Report and report any damage or missing items to the Facilities & Maintenance Officer within 2 days. This protects you—if something is already broken and we know about it, you won't be charged for it when you leave.

When you leave, we'll check the room against the report. If College items are missing or damaged, you may be charged for repairs or replacement.

Keeping Your Room Safe

- **Lock your door** every time you leave, even if you're going downstairs for 5 minutes. It is your responsibility to secure your room.
- **Don't lend your key fob** to friends or other residents
- **Know your Fob**: Your key fob controls your door. If you lose it, tell the Office immediately. Replacement costs $30 for the first, $40 for the second, $50 for the third, and increase by $10 each time
- **Locked out?** During office hours, go to the Office to sign out a spare. After hours, ask the Resident Support Officer (RSO) or Duty RM for help

Room Cleaning and Maintenance

- **Weekly cleaning**: A cleaner visits every week on a day you'll be notified about. Make sure your room is accessible. Cleaners won't move your things, so clear the floor. Cleaning includes vacuuming, dusting, emptying the bin, and cleaning the mirror.
- **Deeper cleaning**: If you want to clean more thoroughly, sign out a Cleaning Pack from the Office (includes spray, cloth, duster, and vacuum)

- **Maintenance**: Report problems early: blocked drains, broken lights, leaky taps, etc. Use the QR code in your room with details. If reported by noon, maintenance will aim to visit that day
- **No damage to structure**: Don't put holes in walls, remove fixtures, or damage the room itself. If you do, you'll be charged. Do not use Blu-Tac on the walls. Ask your Floor RM for some painter's tape. Do not put anything on the floor or corridor walls unless it is on the pinboard or whiteboard provided in each hall.

Electricity and Electrical Safety

- Standard Australian power outlets: 10-amp, 240-volt
- If you use a power board, make sure it has overload and reset functions
- Turn off lights, fans, and air conditioning when you're not in your room
- **Lithium-ion batteries are a serious fire risk**: Only use small devices (laptops, phones, tablets) with manufacturer-certified chargers. Charge in well-ventilated areas during the day. Never charge overnight or unattended. Keep batteries away from extreme temperatures and flammable materials. If a battery looks swollen, damaged, or is overheating, escalate to staff immediately
- **All resident electrical equipment MUST be tested and tagged by a qualified person**.

Equipment Permitted in Your Room

Permitted:

- Refrigerator (130L or smaller bar fridge only - put something (an old towel is perfect) underneath to protect the carpet)
- Laptop, desktop computer, monitors, printer
- Desk lamp, laptop charger, phone charger
- Decorative lights (LED, Christmas lights, fairy lights—not real candles)
- Microwave
- Electric jug
- Small lithium-ion battery devices (as above)

Not Permitted:

- Air conditioners, heaters, electric blankets, hot water bottles, heating pads
- Sofas, bean bags, large furniture (except with written approval)
- Any cooking appliances except the microwave and the jug
- Open-flame candles or incense
- Tea-light diffusers
- Personal Mobility Vehicles (e-bikes, e-scooters) with lithium-ion batteries

- Steamer irons

If you want to bring something else, email the Commercial Manager to discuss further.

Be Mindful
Some residents and staff are susceptible to perfumes and scents. It can give them migraines. If you use reed diffusers or perfume sprays, be thoughtful about where and when you use them—especially in shared bathrooms.

Single Occupancy

Queensland fire regulations mean you're the only person allowed to sleep in your room—no **overnight guests.** Guests must leave by 10 pm.

Room Swapping

You can request a room swap between Semester 1 and Semester 2. Please make an appointment with the Resident Engagement and Programs Manager and the Resident Wellbeing Lead to discuss this. The swap costs $100 and includes deep cleaning and administrative changes. Please note: room swaps are only available if there is capacity and vacancy available.

Accessibility and Inclusion

Assistance Dogs

Union College welcomes assistance dogs that meet the requirements of Australian legislation.

An assistance dog is a dog (or another animal) that:

- Is accredited under state or territory law, or by a prescribed training organisation
- Is trained to assist a person with a disability
- Meets proper hygiene and behaviour standards
- Has completed the Public Access Test (PAT)
- Displays a blue and white assistance dog badge

To bring an assistance dog:

- Tell us as early as possible in your application, or as soon as you need one
- Provide certification from an approved trainer
- Carry your handler's identity card

Assistance dogs are welcome in:

- All public areas of the College, including dining and common spaces
- Your room

Restrictions:

- Food preparation areas (for hygiene)
- Certain high-risk areas (we'll discuss with you)

Responsibility:

- Handlers are responsible for their dog's behaviour and hygiene at all times
- Other residents should not pet or distract a working assistance dog without permission

Questions? Contact the Commercial Manager

Disability Support and Adjustments

We're committed to providing reasonable adjustments for residents with disabilities or health conditions (including neurodivergence, chronic illness, and mental health conditions).

Tell us what you need:

- As soon as you move in, book in to see the Resident Wellbeing Lead to discuss
- If there are physical considerations for your condition/s (such as accessible rooming), please advise us of this as soon as possible

We can help with:

- Room adjustments (accessible parking, ground-floor room, proximity to facilities)
- Study support (tutors, quiet spaces)
- Meal accommodations
- Event participation
- Mental health and counselling support
- Academic adjustments (extensions or alternative assessment applications)

Confidentiality: We keep your information private. We only tell staff who need to know, to support you.

Speak to: Resident Wellbeing Lead, who may direct you to the Commercial Manager or Resident Engagement and Programs Manager

Cultural and Dietary Needs

We value your cultural identity, beliefs, and needs.

Tell us about:

- Dietary restrictions or allergies (on your application or as soon as they arise)
- Cultural or religious meal needs
- Dates or practices that matter to you

What we do:

- Work with our catering team to provide safe, nutritious food that respects your culture and beliefs
- Note: All meat at Union College is Halal certified (certificates are in the Office)
- Accommodate dietary needs in the dining room and at events
- Provide space for prayer or cultural observance if needed

Speak to: Commercial Manager

International Students

We recognise international students have different needs—you're far from home, may be navigating visa requirements, and may have language or cultural differences.

Support available:

- Peer mentors and Resident Mentors who understand international student experience
- Academic support and tutoring
- Counselling (available to you as a university student)
- Community and social events
- Help navigate Australian culture and systems

Please tell us what you need. We're here to help you succeed and feel at home. **Speak to**: Resident Wellbeing Lead.

Shared Spaces

Using Shared Spaces Respectfully

Union College is a community. We all use the same dining room, kitchen, games room, terrace, and outdoor areas.

Everyone's responsibility:

- Leave common areas clean. If you use something, clean up after yourself
- Respect that other residents are studying, sleeping, or relaxing
- Don't be loud between 11 pm and 8 am
- Don't move furniture or remove equipment from standard rooms
- Report broken or damaged equipment via the QR code
- Respect other people's belongings—don't take them without asking

The standard you walk past is the standard you accept. If you see a mess or something's broken, don't just leave it. Tell the staff or an RM.

The Dining Room

Everyone has a right to enjoy meals in a clean, safe, and welcoming environment. Here's how we keep it that way:

During meals:

- Clear your plates and cups at the clearing station.
- Do not remove plates, cups or cutlery from the Dining Hall or Late Meals Room.
- Wipe down your table so the next person has a clean space
- Dress appropriately; wear closed shoes for safety and hygiene
- Put bags and books in the area inside the main door, not near doorways
- Use hand sanitiser before eating (bottles available)
- No alcohol in the dining room except at college-hosted functions (only alcohol provided by the College)
- Don't jump the queue

About alcohol:

- Legal drinking age in Australia is 18 years
- Providing or consuming alcohol by anyone under 18 is a criminal offence
- We take this seriously

Laundry

Location: Washing machines and dryers are in:

- ABC Block laundry (24/7)
- GHJ Block laundry (24/7)
- PQR Block laundry (24/7)

Cost: $1.50 for wash, $1.50 for dry

How to pay: Use the mobile app or buy tokens from the Office (ABC Block only)

What to use: Front-loader detergent only. Residents are required to provide their own.

Facilities available: Ironing facilities in all laundries, clotheslines are behind the GHJ Block.

Gym and Recreation

Union College Gym
Open: 6 am–10 pm daily

Rules:

1. Current residents only—no exceptions
2. Pick up after yourself and put equipment back where it belongs
3. Wash your hands when you enter
4. Carry and use a towel
5. Clean equipment after you use it
6. Wear clean clothes and closed-in athletic shoes
7. No food or drink except water and sports drinks; no glass bottles
8. Use equipment properly—don't slam, drop, or throw weights
9. Respect equipment; don't misuse it
10. Use headphones if possible
11. Be courteous to others
12. Turn off lights and fans when you leave
13. Report worn or damaged equipment via the maintenance QR code.

Safety: It's strongly recommended to use a spotter when lifting heavy weights. Ask another resident or lift weights at the UQ Gym.

UQ Sport Membership

Residents of Union College receive membership to UQ Sport, regardless of which University they attend. This membership provides access to extra facilities, including group classes, court hire and pool access.

Vehicles, Parking, and Transport

Car Parking

- **Permits required**: All residents who have been granted a car park - All vehicles parked in the ABC or XYZ carpark must be parked in your allocated space. These vehicles must display a valid permit.
- **How to apply**: Via the Car Park Preference form, or email the Resident Engagement and Programs Manager
- **Permits are checked weekly**: Vehicles without valid permits will be towed at the owner's expense
- **No transferring**: Parking spaces are allocated to you; you can't loan them to others, even temporarily
- **Disability parking**: If you need accessible parking, tell us when you apply or as soon as you arrive
- **College not responsible**: The College accepts no responsibility for damage to vehicles while parked here

Bicycle and Scooter Storage

- Bicycle racks are provided
- Bikes and scooters must not be stored in resident rooms, passageways, or stairwells (fire and safety regulations)
- Store them in the designated bike area

Personal Mobility Vehicles (E-Bikes, E-Scooters)

These are not permitted at Union College. Lithium-ion batteries in these devices pose a serious fire risk. Current fire safety advisories from Queensland Fire and Emergency Services and the Australian Competition and Consumer Commission highlight significant dangers from damaged, improperly stored, or incorrectly charged batteries.

Transport Options

- **Bus**: UQ Lakes bus routes connect to the St Lucia campus and the city. Timetables are available via the TransLink app
- **Ferry**: City Cat ferry services are available from nearby.
- **Taxi**: Taxis are available from the campus.
- **Rideshare**: Uber and similar services operate in Brisbane.
- **UniSafe Escorts**: UQ's free escort service is available for safety (after hours, call to request).
- **Safety Bus**: Late-night safe transport available from UQ (check the website).
- **Emergency call points**: Located around the UQ campus for urgent assistance.

Meals and Events

Meals at Union College

BREAKFAST	7:00am – 9:00am
LUNCH	12:00pm – 1:30pm
DINNER	5:30pm - 7:30pm

Using your meal fob:

- Swipe it each time you eat in the dining room
- Don't give your fob to another resident or guest
- If your fob doesn't work, go to the Office

If you lose your fob, you can buy a new one at the Office.

Late Meals
If you miss the standard meal service, late meals are available.

Guest Meals
You can buy additional meals for guests. Check with reception staff about cost and availability.

Dietary Needs
We work with you to meet any dietary needs. Tell us:

- On your application form, or
- As soon as they arise (speak to the Commercial Manager)

What we do:

- Accommodate allergies and intolerances
- Respect cultural and religious dietary needs
- Work with our catering team to provide safe, nutritious options
- All meat is Halal certified

The more detail you provide, the better we can help.

Gluten-Free Meals
The Peggy Burke Room is dedicated to preparing gluten-free food. If you need gluten-free meals, contact the Resident Wellbeing Lead.

Food Focus Group

Want to have a say in what we eat? Submit your feedback at regularly provided opportunities.

Social Events

College Functions: Free events organised by the College. These are networking opportunities. Business attire is required.

Resident Events: Paid events organised by residents, with the College's support. Costs are kept affordable and events are approved based on risk assessment.

Dress Codes Explained

Business or Formal Attire: Pants or dress, shirt and jacket or shirt and tie. No torn jeans, t-shirts, sandals, sneakers, or thongs.

Semi-Formal or Cocktail: Pants or dress, collared shirt or blouse, blazer optional. Not torn jeans, t-shirts, sandals, sneakers, or thongs.

Smart Casual: Chinos, jeans (not torn), collared shirt, dress, tailored pants, sandals, or sneakers. Not torn jeans, t-shirts, or thongs.

Unsure? Ask your Resident Mentor or Senior RMs.

Formal Dinners

Formal dinners are held throughout the year. These are invitation-only, and the dress code is business attire. If you want to be on a cancellation reserve list, speak to Reception.

The Terrace

The Terrace is a space for residents to celebrate, socialise, and have drinks without worrying about noise complaints.

When it's open:

- Monday–Wednesday, Friday–Saturday: 7:30 pm–10:30 pm
- Thursday & Sunday: 7:30 pm–midnight
- Weekend afternoons can be opened for special occasions (e.g., before sporting events)

Alcohol rules:

- All alcohol consumption follows the Responsible Consumption of Alcohol Policy

- If the Resident Support Officer thinks you're intoxicated, you'll be asked to leave and stop drinking. If necessary, the Resident Support Officer will call the staff member on call to escalate.
- Residents under 18 cannot consume alcohol anywhere on campus

College Awards and Valedictory Dinner

Academic Awards Evening: Celebration of resident academic achievements.

Valedictory Dinner: Farewell for residents leaving the College, and a celebration of sporting, cultural and community achievements

Alcohol, Drugs, and Smoking

Responsible Consumption of Alcohol

Union College supports residents who choose to drink responsibly. We also fully support residents who choose not to drink.

The Legal Position

- Legal drinking age in Australia is 18 years
- Providing alcohol to anyone under 18 is a criminal offence
- We strictly enforce this

What We Expect

If you choose to drink:

- Learn and know your limits
- Don't drink alone or in secret
- Don't pressure friends to drink, or shame them for not drinking
- Look after friends who are drinking
- Never leave a drunk friend alone
- Don't drink and drive
- Don't drive with someone who's been drinking
- Don't use alcohol as an excuse for behaviour you wouldn't normally do
- Respect the Terrace rules (see above)

What "being responsible" means:

- Knowing how alcohol affects you personally
- Not getting so drunk you can't consent or make safe decisions
- Not using alcohol to cope with problems (if this is happening, talk to someone)
- Respecting that others may not drink, and that's okay

Important to know

Being under the influence of alcohol will not be considered an acceptable excuse for behaviour under investigation. If you behave in a manner you would not ordinarily while significantly intoxicated, an investigation will still occur with the full range of potential consequences applying without exception.

If You're Worried About Your Drinking
Or a friend's drinking, or you're from a culture or family where alcohol isn't part of your life—**it's okay not to drink**. And it's OK to ask for help if you're struggling.

Resources:

- UQ Student Support Services
- Your Resident Mentor or the Resident Wellbeing Lead
- Private counselling services, campus-based services, or your GP (see Support Services below)

At Events

- No alcohol in the dining room except at college-hosted events (only alcohol provided by the College)
- Be aware of your surroundings
- Keep your drinks safe: use your Union College mug or a drink cover (available at the Office).
- Look out for friends
- Know how to ask for help

Drugs and Other Substances

The Policy
Union College has a **zero-tolerance policy** for illegal drugs. This is to protect everyone's health and safety, and to comply with the law.

Illegal drugs include:

- Cannabis (marijuana)
- Cocaine, amphetamines, MDMA
- Heroin
- Any other substance prohibited under Australian law

Penalties:

- Disciplinary action (up to termination of residence)
- Potential criminal charges
- Impact on your enrolment at university

Prescribed Medications

If you take prescribed medications, that's between you and your doctor. We support your health. Keep medications secure and use them as prescribed.

Misuse of Medications

Taking someone else's prescribed medication, or misusing your own, is treated seriously. It can be dangerous and is against policy.

Smoking and Vaping

Union College and the UQ campus are smoke-free.

Smoking includes:

- Tobacco cigarettes
- Herbal cigarettes
- Loose smoking blends
- Medicinal cannabis (except as prescribed by a doctor; in which case, follow your doctor's directions and notify the Resident Wellbeing Lead and the Deputy Head of College)
- E-cigarettes, vape pens, vape devices

Where You Can Smoke

Only at **Upland Road**. All other areas are on UQ land and are smoke-free.

Penalties
If you smoke in your room:

- $500 cleaning charge per incident
- Potential disciplinary action
- Possible request to leave

Your Health, Safety, and Wellbeing

On-Campus Support

Resident Wellbeing Lead

We have a Resident Wellbeing Lead who is here to support your health, safety and personal growth while you live in our community. This role helps us create a place where you feel safe, respected and included, and where you can succeed socially and emotionally.

Our Resident Wellbeing Lead helps you tackle challenges early, connects you with support, and build a strong sense of connection and belonging in college life, and is usually the first person you can come to about any wellbeing or safety concern, including worries about your own or someone else's mental health, safety, relationships or behaviour in college.

They will listen to you, explain your options, and support you in accessing the help you choose, in ways that are trauma-informed, fair, and centred on your safety and needs.

They also work closely with our executive and senior staff and student leaders to implement wellbeing and safety initiatives, including actions to prevent and respond to gender-based violence, bullying, harassment, and discrimination.

You'll find them in the Fire Room or in their office in the Barn.

Topics covered:

- General mental health and wellbeing
- Time management
- Homesickness
- Relationship challenges
- Life changes and transitions
- And more

General health and mental wellbeing services

The College has partnered with various clinical practices in Brisbane to provide:

- Access to a GP
- Access to psychology services – you will need to have a Medicare card and a mental health plan. These sessions are not free.
- Book your own appointments

Please reach out to the Resident Wellbeing Lead for more information.

University of Queensland Student Support

Free services for UQ students:

- Counselling
- Disability services
- Health services
- Career guidance

Contact: UQ Student Support (details on the UQ website).

Non-Urgent Health Advice

Call 1300 22 44 88 (24/7): Free phone advice from a registered nurse.

For 24/7 non-urgent mental health advice, you can call **1300 MH CALL (1300 64 2255).**

Emergency Help (24/7)

If you or someone else is in immediate danger:

- **Call 000** (Emergency services)
- Tell them precisely what's happening and where you are

If you're having thoughts of suicide or self-harm:

- **Call 13 11 14** (Lifeline Australia, 24/7)
- **Text 0400 311 400** (Crisis Text Line, 24/7)
- **Call 1300 659 467** (Beyond Blue, 24/7)

If someone at the College needs emergency help:

- Call 000
- Tell a Resident Mentor or a staff member immediately
- If it's after hours, call the duty phone or contact the RSO

Health Services Near Union College

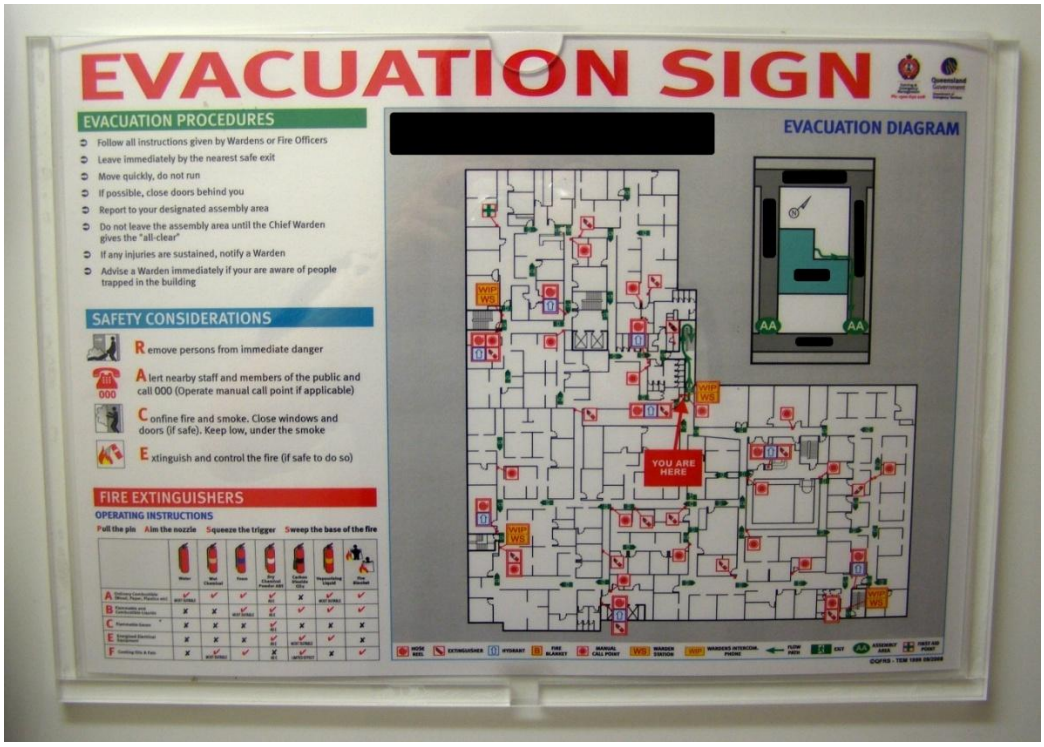
- **UQ Health Clinic**: On campus
- **St Lucia Medical Centre**: Near campus
- **Mater Hospital**: Emergency department nearby

- **Royal Brisbane & Women's Hospital**: Emergency department nearby
- **After-hours GP**: Ask the RSO for local options

Safety

Fire Safety

Fire alarms are tested regularly. When an alarm sounds, **evacuate immediately**. Please do not assume it's a drill. There is an evacuation diagram, similar to the one below, on the wall on each floor and in all common rooms, showing the exit and access points for each floor. Please familiarise yourself with the diagram on your floor so you know the nearest exit to your room. Our Fire Safety Management Plan is a key document in the College's response to fire emergencies. Each floor Resident Mentor has a copy for reference.



What fire alarms sound like: You'll hear a loud, continuous bell or siren.

Evacuation procedure:

1. Leave your room
2. Close your door (not lock it)
3. Use the nearest stairwell
4. Exit the building
5. Move away from the building to your floor's assembly point (see below)
6. Wait for all-clear from staff

Assembly points (by floor):

- ABC Block residents: Parade ground
- GHJ Block residents: Courtyard area
- PQR Block residents: Carpark area

Staff will check that everyone is accounted for.

What to know:

- Don't use lifts in a fire
- Don't stop to grab belongings
- Don't re-enter the building
- Help others if you can, but don't delay evacuation

Emergency Lockdown

In rare situations (such as an active threat or a dangerous person on site), the College may initiate an emergency lockdown.

Definition – Lockdown

A **lockdown** is an emergency response that restricts movement and secures people in safe locations when a threat is **inside** the College or poses an immediate danger.

Lockdown is different from:

- **Evacuation** (used for fire, gas leaks, structural hazards)
- **Shelter-in-place** (used for external environmental threats such as a bomb threat to us or nearby, severe weather such as a cyclone)

Triggers for Lockdown

A lockdown may be initiated if any of the following occur:

- Physical violence or credible threat of violence
- Possession or suspected possession of a weapon
- Aggressive or erratic behaviour escalating rapidly
- Active assault or fighting
- Hostage or barricade situation
- Serious threat communicated verbally, digitally, or in writing

- Police, Union College Staff or Security instruction

Lockdown Communication

How Lockdown is Announced:

- Verbal announcement via Emergency College speaker system (clear, calm, authoritative)
- SMS / email alert (if time permits) – via StarRez. Reception, Admissions or Reenah Jays can activate.
- UC Security or Police instruction
- Direct RM or staff instruction

If you hear an announcement of a lockdown:

1. Move immediately to the nearest safe, lockable room
2. Lock doors; barricade if possible
3. Turn off lights
4. Silence mobile phones
5. Stay low and out of sight
6. Do not open doors unless instructed by the police or the college leadership
7. Do not leave until the All Clear is given. This will be communicated via text, email or Union College speaker system, or a combination of these methods.

If You Are Confronted Directly

If escape is not possible and you are directly confronted:

- Comply with demands if required for safety
- Use de-escalation techniques where possible
- Only consider physical resistance as a last resort to protect life
- Follow Police guidance when they arrive.
- After a lockdown, College staff will offer support and counselling. We'll help you process what happened.

Other Emergencies

Medical emergency in the College:

- Call 000
- Tell a staff member or RM immediately
- If someone is unconscious, don't move them unless in immediate danger

On-campus emergency:

- Use emergency call points (located around campus)
- Or call 000

Security and Privacy

CCTV Cameras

Union College has CCTV cameras in common areas for security and safety.

Where cameras are located:

- Games room
- Dining room entrances
- Late meals room
- Boom gates (carpark entrances)
- Front carpark
- Courtyard entry points
- Computer lab
- Front of office
- Resident hallways
- Common rooms and walkways
- Terrace area
- Rear garden

Cameras do NOT monitor inside:

- Bathrooms, showers, changing rooms (this is a legal requirement)
- Private rooms

Privacy protections:

- Audio recording is disabled
- Footage is kept secure and confidential
- Footage is only shared with police or other authorities if there's a legal investigation
- Residents can ask to view footage of themselves (contact the Deputy Head of College)

Academic Support

The Union College Tutorial Program

Requesting Tutoring
Tutoring is available to any resident at any University. Tutoring provides support and strategies to assist with academic success.

To request a tutor:

1. Scan the QR code on signage around the College or click the link in the relevant email
2. Fill out the online form
3. The Resident Engagement & Programs Manager will allocate you to a tutor or existing tutorial group
4. You'll be emailed details and next steps

Best practice: Request tutoring early in the semester to allow time to find a tutor who matches your needs.

While every attempt will be made to match you to a tutor for all your requested subjects, in certain cases, a match may not be found. In this situation, you will be contacted by the Resident Engagement & Programs Manager with alternative academic support options.

Tutorial Details

- **When**: Starting in Week 3 of the Semester, running through SWOTVAC
- **Format**: Two-hour sessions per subject, fortnightly
- **When and where**: Scheduled based on the tutor and your availability, between 8 am–9 pm Monday–Friday, in Tutorial Rooms, common rooms or online
- **Cost**: Free for all residents

Academic Results and University Engagement

Sharing Your Academic Results
The College supports your academic progress. To do this, we need to receive your results each semester.

Your agreement:

- If you study at UQ: You authorise UQ to provide your academic results to the Resident Engagement & Programs Manager

- If you study elsewhere: You agree to provide your results to the Resident Engagement & Programs Manager

Why do we do this?

- To track your progress
- To offer academic support early if you're struggling
- To help with the selection and determination of College Awards
- To help with referral to other support services

Note: Failure to provide results may affect your ability to continue living at Union College.

Your results are confidential. We keep them secure. Only staff who need to know to support you can see them.

Staying Connected and Getting Around

Keeping Up to Date

How we communicate:

- Email: Check daily for important communication
- SMS: For quick reminders or urgent updates
- Town Hall: In person updates from the Head of College and key staff
- Noticeboards: Physical and online, event reminders and 'what's on' updates
- Resident Mentor: Your Floor RM is your first point of contact for information

Subscribe to:

- The Noticeboard Facebook Group, Union College social media channels

Stay informed. Important information about safety, events, and changes will be shared regularly.

Receiving Mail

Your address:

Your Name
Your Room Number
Union College
38 Upland Road,
St Lucia, QLD, 4067

Collect your mail at: The College Office, during office hours.

Getting to and From the College - Gate Access

For residents:

- Use your key fob at the external gates.

External gates are at:

- Gate 1 – ABC Carpark near Innes Room
- Gate 2 – Pedestrian Gate on Upland Road
- Gate 3 – XYZ Carpark and entrance to Reception

- Gate 4 – Gate to UQ Campus via Oval

For visitors:

- They can enter through the main glass doors
- Visitors must sign in at the Office
- Visitors must leave by 10 pm (unless in your room with permission, but remember: no overnight guests due to QLD fire regulations)

UQ Campus Security

Emergency call points: Located around UQ campus. For urgent help, press the button.

UQ Campus Security: Available 24/7 for UQ campus safety issues

Reporting Concerns, Making Complaints, and Getting Help

If something is wrong—whether it's a concern about another resident, a problem with facilities, a complaint about a team member, you've experienced or witnessed harassment or violence—we want to hear about it.

We have clear pathways for reporting. We take all reports seriously. We investigate fairly. We protect people who report from retaliation.

This section explains how to get help.

Types of Concerns and How to Report

Everyday Issues (Noise, Mess, Small Conflicts)

Examples: A neighbour's music is too loud, the shared kitchen is messy, you're clashing with a roommate.

First step: Talk to your Resident Mentor. They can help resolve it, mediate, or escalate if needed.

If not resolved, contact the Resident Wellbeing Lead.

If you have a concern about a fellow resident's wellbeing, please let someone know. Ideally, reach out to the Resident Wellbeing Lead to discuss your concerns. If you don't feel comfortable doing so, you can make an anonymous report on RespectX.

Maintenance or Facility Issues

Examples: Broken light, leaky tap, door not locking, damaged common area.

Report: Via the Maintenance QR Code available on all floors, in resident rooms, and in common rooms.

Response time: Issues reported by noon will be assessed that day if possible.

Social Issues

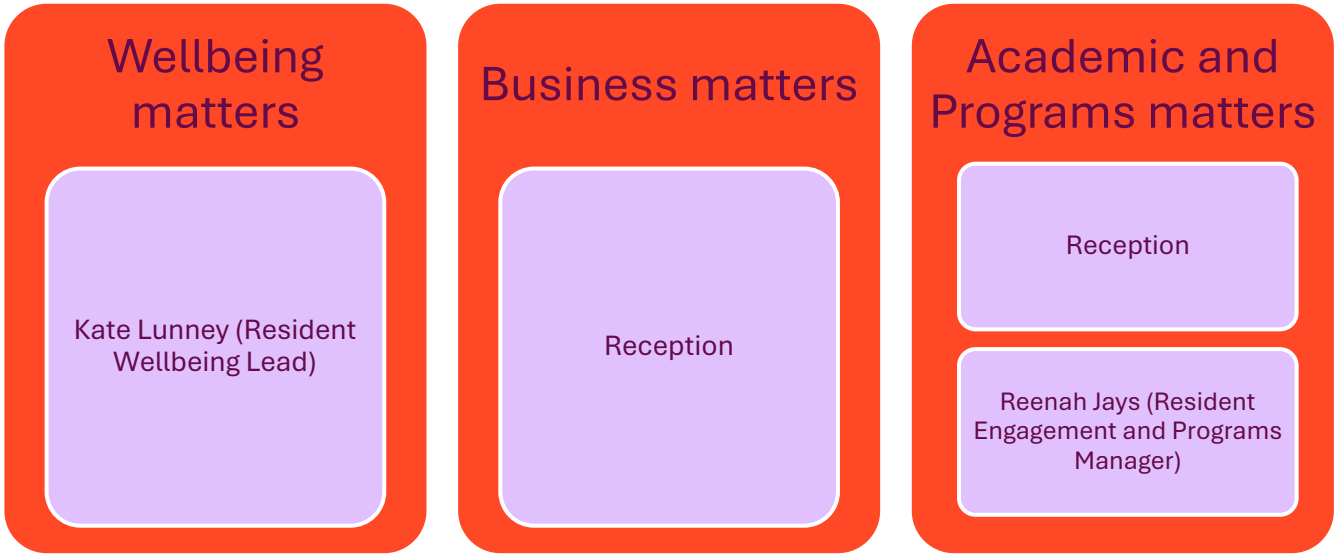
For social issues and concerns, including those listed below, please inform the Resident Wellbeing Lead.

If you need to make an urgent report outside of business hours, please refer to the reporting diagram.

You can, at any time after hours, request that the Duty RM or RSO call the on-call staff member.

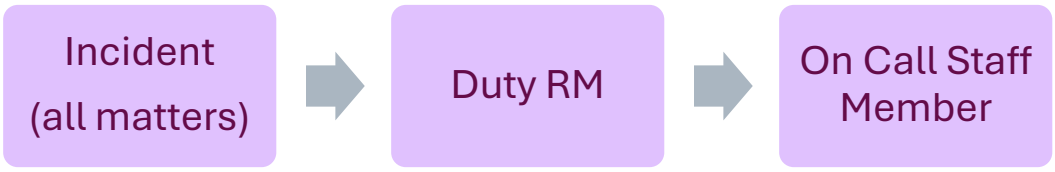
Reporting Diagram

During Business Hours



After Business Hours

If the RSO is not on campus:



If the RSO is on campus:



The only exception to the above is in a medical emergency, where you would call 000, **then** follow the above pathway.

All matters that require the input of the Head of College/CEO or Deputy Head of College/Deputy CEO will be referred by the appropriate staff member or RSO.

If you do not feel comfortable reporting to the Duty RM, you can report directly to the SRMs or the RSO. If you do not feel comfortable reporting to the RSO or SRMs, you can ask them to call the on-call staff member.

Harassment, Discrimination, or Disrespect

Examples: A resident is making racist jokes, someone's making comments about your gender or sexuality, or you're being excluded based on your identity.

This is a serious concern. These behaviours go against our values and policies.

Report to:

1. The Resident Wellbeing Lead, or
2. Your floor RM, the Duty RM and/or SRMs, or
3. The RSO

What happens:

- We listen without judgment
- We investigate how the behaviour impacts you and others and whether it is a breach of our Code of Conduct and values
- We talk to the person involved
- We may require education, an apology, or stronger discipline depending on the severity
- We keep you informed of the outcome (within confidentiality limits)
- We protect you from retaliation

If you wish to make an anonymous report, you can do so through the reporting platform RespectX.

Gender Based Violence, Sexual Harassment, Bullying, or Intimidation

Gender-Based Violence is *any* form of physical or non-physical violence, harassment, abuse or threats based on gender that results in, or is likely to result in, harm, coercion, control, fear, or deprivation of liberty or autonomy.

Sexual harassment is any unwelcome sexual conduct that makes a person feel offended, humiliated and/or intimidated, where that reaction is reasonable in the circumstances.

Bullying is ongoing and deliberate misuse of power in relationships through repeated verbal, physical and/or social behaviour that intends to cause harm.

Intimidation is a behaviour that causes fear of safety or a reasonable apprehension of violence or injury to someone.

Examples: Unwanted sexual comments, repeated intimidating behaviour, threats, being followed or watched in a way that makes you uncomfortable.

This is never okay. You are not at fault.

Report to:

1. The Resident Wellbeing Lead, or
2. Your floor RM, the Duty RM and/or SRMs, or
3. The RSO, and
4. Call 000 if you are someone else is in immediate danger

You can also:

- Call 1800 RESPECT (1800 737 732) for confidential support
- Go to UQ Student Support Services

What we do:

- Believe you
- Don't blame you
- Listen without pressure
- Offer support (counselling, academic adjustments, etc.)
- Investigate fairly and promptly
- Take disciplinary action if findings support a breach of our code of conduct and/or values
- Keep you safe throughout the process (may separate you from the person, change your room, limit contact, etc.)

If you wish to make an anonymous report, you can do so through the reporting platform RespectX.

Sexual Assault, Sexual Abuse and Gender Based Violence

What it is: Any sexual activity without explicit, enthusiastic consent. This includes rape, unwanted touching, coerced sexual acts, and assault while someone is asleep or unable to consent.

It is never your fault. Not ever.

Immediate help:

- **If you need medical help**: Go to the ER or call 000
- **To report**: You can report to the police (000) or to the College (or both)
- **For support without reporting**: Call 1800 RESPECT or go to a counsellor

Reporting to the College:

1. Speak to the Resident Wellbeing Lead, or
2. Inform the RSO or Duty RM that you need to talk to the staff member on call, and request that they call them in, or
3. Via RespectX on your phone or computer, or
4. Or email us at: wellbeing@unioncollegeuq.com.au, and
5. Tell us what happened, when, and who was involved

We'll listen. We won't pressure you into anything. We can listen, help you get support, or initiate a formal report—whatever you want.

What we do:

- Take every report seriously
- Investigate promptly and fairly
- Prioritise your safety
- Offer counselling, medical referral, and academic support
- Keep you informed of the investigation (within fairness limits)
- If findings support your report, the person will face discipline up to expulsion
- Protect you from retaliation

During an investigation:

- We support your safety (separation if needed, room changes, security, etc.)
- You have the right to have a support person with you during interviews
- You have the right to know the outcome
- If you want to withdraw the report at any time, we'll discuss that with you
- We don't stop investigations just because you want to withdraw, if there's a serious safety risk to the community

If you wish to make an anonymous report, you can do so through the reporting platform RespectX.

Violence, Aggression, or Threats (gender-based or other)

Examples: Someone hit you, pushed you, threatened you with violence, or made threats toward others.

This is a crime and a serious breach of our Code.

Immediate action:

- **If you're in danger**: Call 000
- **Get to safety**: Leave the situation if you can
- **Get help**: Tell a staff member, RM, or the Resident Support Officer immediately
- **Report to**: Police (000) and the College (Resident Wellbeing Lead, Deputy Head of College, or Resident Support Officer)

What the College does:

- Investigates immediately
- Separates you from the person if needed
- Offers support
- Discipline, which can include expulsion
- Cooperates with police

Drugs or Illegal Activity

Examples: Someone's dealing drugs, you see evidence of illegal activity, or you're concerned about drug use.

Report to:

1. The Resident Wellbeing Lead, or
2. Your floor RM, the Duty RM and/or SRMs, or
3. The RSO, and
4. Call 000 if you're in immediate danger
5. Police (if you think a crime is happening)

You can stay anonymous: If you don't want to be identified, you can report anonymously to the College or to the police.

What happens:

- We investigate or report it directly to the Police
- If findings support the report, discipline follows (up to expulsion)
- We cooperate with the police if there's a crime

Concerns About a Staff Member

Examples: A staff member made you uncomfortable, acted unprofessionally, or mistreated you.

Report to:

1. The Resident Wellbeing Lead, or
2. The Deputy Head of College, or
3. The Head of College, or
4. The Board Chair, or
5. Your University's Student Support Unit, or
6. The National Student Ombudsman

You can stay anonymous.

What happens: The concern is investigated by someone independent of that staff member.

How to Make a Formal Complaint

Step-by-Step

1. **Decide what you want**: Are you looking for support? Would you like the behaviour to change? Do you want a formal investigation? All of these? You can decide this at any point in the process.
2. **Tell someone**: To make a formal complaint, speak to the Resident Wellbeing Lead or use RespectX.
3. **Be as specific as possible**: Who was involved, what happened, when, where, and how it affected you.
4. **We listen without judgment**: There is no blame. We're here to help.
5. **We explain options**: You may be able to choose a support-focused approach, a restorative conversation, or a formal investigation. We'll explain each.
6. **We investigate** (if formal): We talk to you, the person involved, and any witnesses. We gather information. We aim to be fair to everyone.
7. **We decide**: Based on the evidence, we determine whether the allegation is upheld.
8. **We tell you the outcome**: Within confidentiality limits (if the other person's identity needs to stay private or there are legal reasons to limit details, we explain why).
9. **We act**: If findings support your report, we discipline the person. This might be education, a requirement to apologise, a fine, loss of room access, suspension, or expulsion.
10. **We check in**: We follow up with you to make sure you're okay and that any agreed actions are happening.

Your Rights During a Complaint or Investigation

- **You have the right to be believed**: We believe your report. Disbelief is not an option.
- **You have the right to be heard**: Your side of the story matters. You'll have a chance to tell it.

- **You have the right to support**: You can bring a support person (friend, advocate, counsellor, family member) to any meeting or interview.
- **You have the right to know what's happening**: We tell you what's happening, what we're investigating, and when you can expect updates.
- **You have the right to confidentiality**: We keep your identity and details private, except where safety requires us to act.
- **You have the right to no retaliation**: If the person you reported is angry or tries to intimidate you, that's a new complaint. We address it immediately. Retaliation is a serious breach of the Code.
- **You have the right to take time**: You don't have to report right away. You can take your time thinking about it. You don't have to report to the College; you can report to the police, your university, or both.
- **You have the right to withdraw**: You can cancel a report at any time (though we may continue to investigate if there's a serious safety risk).
- **You have the right to question**: If you don't understand something, ask. We'll explain.

If You're Accused of Something

- **You have the right to know**: What are you accused of? We will be specific.
- **You have the right to be heard**: Tell your side. We listen.
- **You have the right to fairness**: The person investigating is impartial. They don't have a predetermined view.
- **You have the right to support**: Bring a support person to any meeting.
- **You have the right to know the evidence**: What information is being considered? Enough to prepare your response.
- **You have the right to challenge**: If you disagree with the finding, there's a review process. Ask about it.
- **You have the right to understand the outcome**: Why was this decision made? What happens next?

Confidentiality and Mandatory Reporting

What We Keep Confidential

We keep what you tell us private. This means:

- We don't tell other residents
- We don't post it on notice boards
- We don't share details with staff who don't need to know
- We don't share with your family or friends without your permission

When We Have to Tell Others

We may share information if:

- You're at serious risk of harm, and we need to act to protect you
- Someone else is at serious risk of harm (e.g., a child is being abused)
- It's required by law (e.g., we're ordered by a court or police)
- You give us permission

In these cases, we'll tell you that we're sharing information, and why, unless doing so would compromise safety.

Support and Wellbeing Resources

On Campus

Service	Contact	Cost
Academic Support	Resident Engagement & Programs Manager or Tutorial Program	Free
Resident Mentors – daily challenges of living away from home/attending university	Your floor RM or at the Office	Free
Resident Wellbeing Lead	The Office or QR Code	Free
Your University's Student Support Services	Their website or call the main line	Free for students
Your University's Health Clinic	On campus	Free for students
Counselling	We can help put you in touch with the University Student Support Services or a clinician.	Free through the university; a fee applies to other practices.

Off Campus

Service	Contact	For	Cost
Lifeline Australia	13 11 14 (24/7) or text 0400 311 400	Suicidal thoughts, crisis	Free
Beyond Blue	1300 224 636 (24/7)	Depression, anxiety	Free
1800 RESPECT	1800 737 732 (24/7)	Sexual assault, family violence	Free, confidential
Kids Helpline	1800 551 800 (24/7)	Under 18	Free
Headspace	headspace.org.au or visit a centre	Mental health, ages 12–25	Free or low cost

Sustainability at Union College

Our Commitment

Union College is committed to becoming a sustainability leader. We embrace social and environmental values aligned with the United Nations Sustainable Development Goals. Our vision is to empower residents to adopt sustainable practices and achieve B Corp sustainability certification.

What You Can Do

- **Recycling and waste**: Use the correct bins. Glass, plastic, and cardboard have dedicated collection areas. Batteries go in the Battery Box (Main Office).
- **Containers for Change**: Return eligible containers to the drop boxes on each floor. 10 cents per container. Money goes to the RAF.
- **Water and energy**: Turn off lights, fans, and air conditioning when you leave your room. Take shorter showers.
- **Transport**: Use public transport, bike, or walk when possible.
- **Food waste**: Composting info available at the Office.
- **Sustainability Garden**: Join the Sustainable Garden Club to learn about permaculture, edible urban green spaces, and basic garden skills.



Facilities and Spaces

Common Rooms and Spaces

The Fire Room

A social, heritage-listed group space with a fireplace. Used for get-togethers, activities and creative projects. Borrow items and return them after use. Do not leave food or craft scraps behind. Pack away games and equipment after use. Do not remove furniture.

The Innes Room

Multipurpose room for social functions, group exercise, movie nights, or study groups. Booking required (ask at the Office).

The O'Brien Room

A resident common room, open 24/7 (may be closed for events). Used for group activities and study. Small community library with fiction books and board games available for use. Do not leave food or craft scraps behind. Pack away games and equipment after use. Do not remove furniture.

The Peggy Burke Room

Dedicated gluten-free food preparation space. Access by approval only (contact Commercial Manager). Equipment stays in the room.

Sensory Space and Movie Room

A space for residents to self-regulate and relax. Sensory-friendly equipment, such as low lighting, fidget toys, and weighted pillows, is available. The room can also be booked for a group movie viewing. No items are to be removed from this space.

Library

Non-fiction books and inspiring biographies available for borrowing. Small-group or individual study with whiteboards available.

Computer Lab & Health Sciences Room

Anatomy models and physiotherapy plinth available for study. Printer available for printing via USB or the connected PC.

Contact Information

Reaching the College

Address: Union College, 38 Upland Road, St Lucia 4067 QLD

Phone: 07 3377 1500

Email: union.college@unioncollegeuq.com.au

Office hours: 9:00 am – 5:00 pm Monday - Friday

After hours: Resident Support Officer or Duty RM available on campus

Emergency Contact

In an emergency: Call 000

Leaving the College

End of Residency

You will be notified of Move Out Day procedures a few weeks in advance to help you prepare. These will include storage options for returning residents.

Before You Leave

- **Room condition**: Ensure your room has no damage, and all College items are present and working. After you leave, we'll inspect your room against the Condition Report you completed on arrival. You will be charged for any missing or damaged items.
- **Clean your room**: Leave it clean and tidy.
- **Pack your belongings**: Remove all personal items and empty your rubbish bin to prevent pests and odour damage.
- **Close your room**: Ensure all windows are closed, and your door is locked to protect your room against weather damage, which could incur charges on your account.
- **Return your key fob**: Hand it in to the Office.
- **Check for lost property**: Ask at the Office if you've lost something.

Support when leaving campus

If you're struggling to leave (anxiety, or other concerns), talk to your RM or the Resident Wellbeing Lead. There are resources to help.

Final Thoughts

Union College is a community built on respect, safety, and belonging. You have a role in making it that way.

If you're struggling, reach out.

If you see someone else struggling, check in.

If something is wrong, report it.

If you have an idea to improve things, share it.

If you're not sure what to do, ask.

We're here for you. Make the most of your time here.

Welcome home.