

RESIDENCE GUIDEBOOK

2022-2023

WELCOME TO RESIDENCE

CONTENTS

Welcome	3
from the Director, Student Housing	3
What is a College?	5
Who's Who in Your Community	6
Student Housing Office Staff	6
Service Centre Assistants	6
Residence Life Staff	7
Dining Plan & Trent Foodservices	8
Your Experience	9
Getting Involved	9
College Residence Council	9
Living Learning Communities	9
Active Living	9
Trent Global Living	9
Forensics	9
Environmental Sustainability	10
Business Administration	10
Endahying	10
Expressions	10
Leadership & Civic Engagement	10
Nursing	10
Trent-Swansea Law	10
Colleges	11
Catharine Parr Traill College	11
Champlain College	12
Peter Gzowski College	13
Lady Eaton College	14
Otonabee College	15
Living in Residence	16
Service Centres	16
Bikes	16
Fridges	16
Decorating	17
Roommates	17
Check-Out Procedure	17
Cleaning & Maintenance	18
Laundry	18
Maintenance Request	18
TVs	18
Mail	18
Ordering Food	19



Student Support Services	20	Residence Standards	29
Student Wellness Centre	20	Section A – Preamble	29
Counselling Services	20	Section B – Resident Rights and Responsibilities	30
Health Services	21	Section C – Residence Standards	32
Student Accessibility	22	Section D – Community Support System	40
Card Office	23	Section E – Appeal Process	44
Transit	23		
Parking	23	Important Dates	46
Safety & Security	24	Common Trent Acronyms	47
Phone Numbers	24		
Medical Emergencies	25		
TUEFRT	25		
Fire Safety	25		
Residence Security	26		
Asbestos	27		
Personal Safety & Mental Health	27		
Sexual Violence	28		
Walk Home	28		

WELCOME TO RESIDENCE AT TRENT UNIVERSITY

On behalf of the Trent Student Housing team I am pleased to welcome you to your new home for the 2022-2023 academic year. During your stay with us, you will have opportunities to make life-long friendships, get involved in residence and college life, and discover yourself through your academic and non-academic pursuits.

This Guidebook is designed to assist you in getting to know your community, and within you will find valuable information about your college, safety procedures, and policies that will help guide you throughout the year.

Living in residence means being part of the incredible Trent community. You are joining a diverse community of people with similarities, differences, preferences, needs and beliefs. Part of the journey will be about becoming an integral member of our community, where you have influence on, and ownership of, its development.

Student Housing embraces, values, and celebrates the diversity and lived experiences of our students and fosters an inclusive

community within the residences. We are committed to equity, diversity, inclusion, and anti-racism and through our programs and services actively work to educate students and staff in developing communities where students experience a sense of belonging.

We all share collective responsibility to create and uphold an inclusive and respectful environment. Every person deserves to be treated with dignity and respect. Discrimination, racism, and harassment have no place in residence.

As a resident, you will have choices about how you will experience your time with us, and each resident bears the duty to understand how their choices impact the community. The Trent Student Housing team is here to assist and support you in making choices to ensure you can be successful and overcome challenges you may face.

If you have a question or concern, please don't hesitate to reach out to any member of the Trent Student Housing team. We are always happy to help.



I wish you the very best for the upcoming academic year.

Jen Coulter, B.A.(Hons.), M.A.
Director, Student Housing & Residence Life

The Student Housing team is excited to welcome you to your new home!



I love residence as it supports international students like myself navigate through Trent University."

– Alliah Allen Housing Admissions Assistant

WHAT IS A COLLEGE?

A college is your home away from home.

Trent University has five colleges: Catharine Parr Traill College; Champlain College, Lady Eaton College, Otonabee College, and Peter Gzowski College. A college is more than a residence building; it is a place where you can grow, learn, thrive, connect with upper year students, and stay connected once you have moved out of residence.

Each of the Colleges has its own unique personality and architecture. You'll find that students at Trent are passionate about their affiliations and these carry through to graduation; students remain affiliated with the college they called home in first year. As you meet new students, and Trent University Alumni, the first question they will often ask is, "So, what college are you?"

Residence Life Staff, alongside the staff and student volunteers of the College Office, work to create a smaller, more intimate community within the Trent Community as a whole. You'll see that this spurs rivalries, competition, and collaboration with the other colleges, which reinforces your passion for your home college and solidifies that your college is your home away from home.

The ability to change affiliations is possible if you think you might identify better with another college; the form to do so can be found through myTrent. Many different people have many different opinions about which college is best, but know that all of Trent's colleges are equal in their glory, simply because they are, together, a major facet to what makes Trent University so amazing!

What do the colleges have to offer?

The Colleges offer many resources, ways to get involved, and ways to advocate for student issues. The five College Offices offer services such as academic advising and academic skills. The College Principals have their offices in the College Offices. The College Principals organize events, support student leadership initiatives, and collaborate with other student services to create community building opportunities within the College.

The College Office also hosts a series of student employees and volunteers who facilitate college life and program events specific to your college. These students, like Dons, receive training on how to answer your questions and assist you with whatever it is you need, whether it be some help finding a class, or someone to talk to during a rough time.

Each of the colleges also has its own student governing body known as a College Cabinet. Each College Cabinet has elected volunteer positions where students can run events to foster community building and vote on committees to foster positive change. Through services offered, as well as volunteer and employment opportunities, the colleges are a great place to start if you are looking to get involved and stay passionate about your college community.

For more information on the Colleges and the services you can access in your college check out:

trentu.ca/colleges

trentu.ca/advising

trentu.ca/academicskills

WHO'S WHO IN YOUR COMMUNITY



Student Housing Office

Student Housing office staff are responsible for all facets of the student experience in housing. The staff is available to assist you with whatever you need. Student Housing Office Staff contact information is available through our website here: www.trentu.ca/housing/contact-us

Service Centre Assistants

Service Centre Assistants work at our service centres to help students with any residence inquiries they might have. From lost keys to lock outs – they are there to help point you in the right direction.

Residence Life Coordinator

The Residence Life Coordinators are full-time, live-in, professional staff who are responsible for the operations of the Residence on their bank of campus. They work to maintain Trent University's Residence Standards and supervise the Residence Life Dons. Residence Life Coordinators provide support for emergency situations at all times. To connect with the Residence Life Coordinator responsible for your residence, please call Student Housing at 705-748-1011 ext. 7127, to be redirected appropriately.

Residence Education Coordinator

The Residence Education Coordinator is a full-time professional staff member who is dedicated to creating and enhancing existing co-curricular learning opportunities within the College Residence environment. Through the creation of meaningful and engaging initiatives, the Residence Education Coordinator strives to provide an environment that fosters community engagement, academic exploration, and personal growth.

Residence Conduct and Support Coordinator

The Residence Conduct and Support Coordinator is a full-time professional staff member who is responsible for coordinating the student conduct process in residence. They support individual student's needs, conduct high-level investigations and provide assistance to Residence Life Staff on conduct related issues. The Residence Conduct Coordinator also plans preventative education initiatives.

Residence Life & Education Assistants

The Residence Life and Education Assistants are student staff that enhance the educational experience for students living within the College Residence. With engaging displays and interactive and fun events, the Residence Life and Education Assistants will ensure that your time in residence is both memorable and engaging.

Senior Residence Life Dons

Senior Residence Life Dons are experienced leaders within the Residence Life Staff who work closely with the Residence Life Coordinator. Senior Residence Life Dons are not assigned to a community but provide broader support to the students and Residence Life Staff in the College Residence to which they are assigned. Senior Residence Life Dons assist in facilitating College Residence Council to deliver student-led initiatives to residence students, and work closely with the College Office and College Cabinet to communicate College-wide events to residence students. Senior Residence Life Dons facilitate broad community building and learning experiences amongst students in an effort to co-create a positive educational experience in residence. Senior Residence Life Dons may meet with residence students in an educational capacity to discuss violations of the residence standards and/or overall student wellbeing. Senior Residence Life Dons live in their assigned College Residence and hold office hours in order to best serve residence students.

Residence Life Dons

The Residence Life Dons are located in each residence community across campus. Your Don is your point person for support that you may need, and they are able to help connect you with the many services offered at Trent University. Residence Life Dons run programs and events and help to establish students' sense of community within residence. Residence Life Dons are on duty and provide after-hours support every evening.

Living Learning Community Dons

Living Learning Community Dons have the same roles and responsibilities of Residence Life Dons; however their communities revolve around the specific interest or academic theme of their Living Learning Community. These Dons specialize in their area and work to enrich the educational environment in residence. Their experiences bring students towards the interests of the community and provide residence students with a leadership role.

Dining Plan & Trent Food Services

Each residence room type is associated with a specific nonrefundable Residence Dining Plan (see figure 1 in your residence agreement). All Residents must subscribe to the plan associated with the room type to which they are assigned. Residence dining privileges are for the exclusive use of the Resident paying fees and may not in whole or in part be transferred to any other individual. Dining Plans have no cash value and are nonrefundable. Any funds that are left in your Dining Plan account at the end of a year automatically carry forward to the next year. Please see trentu.ca/foodservices for details.



With student groups covering a wide array of interests, from music to politics, it is easy to get involved at Trent University. If a club doesn't already exist for your interest, you can always start your own!

Traditional Style rooms in Lady Eaton College, Gzowski College, Gzowski College Annex, Otonabee College, Champlain College, Otonabee College Annex, and Traill College have a \$3,940 declining balance with the option of adding Trent Cash to enhance your dining options.

Suite Style Rooms at the Lady Eaton College Annex, Gzowski College Annex, Lady Eaton College, Champlain College and Champlain College Annex have a \$2,400 declining balance with the option of adding Trent Cash to enhance your dining options.

Students living in our **Otonabee College Annex** will have access to a \$2,680 declining balance as well as 3 meals per-week in the on-site dining hall.

Students living in residence at **Traill College** (Wallis Hall and Crawford House) will have access to a \$2,940 declining balance as well as \$1,000 Trent Cash.

Have dietary restrictions? Ask to speak with the chef at your Dining Hall about meal options available to you and to ensure that there are always options! For more information about menu items, locations and hours of operation, visit your Dining Hall or email food@trentu.ca

Trent Cash

Trent Cash is your ticket to dining beyond the basics. Trent Cash can be used to:

- Supplement your basic dining plan if you are a larger eater or if you intend to stay on campus most weekends
- Purchase some convenience and snack items that cannot be purchased as part of your basic dining plan
- Dine off-campus at one of our partnered restaurants or have pizza delivered to your residence,
 - Black Honey
 - Osmow's
 - Pizza Pizza
 - El Calmino's
 - Whistle Stop
 - YoYo's
 - Subway
 - Call-A-Cab
 - Convert to SkipTheDishes vouchers

Any funds that are left in your Trent Cash account at the end of a year automatically carry forward to the next year. Trent Cash is refundable upon withdrawal or graduation. Please see trentu.ca/trentucard for details.



YOUR EXPERIENCE



GETTING INVOLVED

College Residence Council

College Residence Council is an opportunity for residents to engage with and meet new people in your residence while planning and implementing events. Run by the Senior Don for your College, Residence Council meets regularly to plan events. Being a member of Residence Council has a lot of benefits in that the student volunteers will develop their event planning and leadership skills along with their time management skills, organizational abilities, and gain strategies to successfully work as a team. These skills are useful to succeed at Trent and into your career! Members of the Residence Council can also gain recognition for their efforts through Trent University's Co-Curricular Record.

Living Learning Communities

Living Learning Communities are themed living environments that provide students the opportunity to live with students who share similar interests or academic majors.

- **Active Living**

This community is designed for students who share an interest or a passion for being physically active, exploring and adventure. Champlain College is known for their rich spirit of adventure, discovery and global citizenship – making it the ideal home for students with these interests.

- **Global Living**

Members of this community will be encouraged to be open to different ideas and opinions regarding world issues, all the while challenging their own assumptions of what it means to be a global citizen. A great community for students who are studying International Development Studies, have an interest in studying and living abroad, have experiences living internationally, and a general interest in our impact on a global scale.

- **Forensics**

Designed to engage, excite, and inspire, this community will provide opportunities to participate in forensic-related experiences and connect with faculty and your peers. Students in this community share a passion for forensic science and comparable educational and career goals. Join this community to advance your educational interests and sense of community within the Forensic Sciences programs at Trent University.





"The Nursing LLC provides students with an opportunity to get ahead of the game and build meaningful connections with faculty, campus partners, and each other. It creates a supportive environment that will be your home away from home!" – Andriy Palyukh, Nursing LLC Don 2018-2020

- **Environmental Sustainability**

Members of this community share a strong passion for 'thinking globally and acting locally.' Through a connection to the School of the Environment and Sustainable Trent, students will learn more about environmental issues that they are passionate about in a forum where they are encouraged to evoke change. The Environmental Sustainability Community takes to heart what it means to bleed Trent green.

- **Business Administration**

Within the business world, there are several pathways a student will consider when choosing their emphasis for their studies. This community will connect students with upper year students, faculty and staff within the School of Business to explore valuable experiential learning opportunities. Students enrolled in programs with the School of Business are encouraged to consider this Living Learning Community their home.

- **Endahying**

Meaning "Our Home", the Endahying Community provides a space for students to grow through shared experiences, storytelling and exploration of Indigenous knowledge and understanding. Students who have an interest in Indigenous culture and knowledge, identify as being Indigenous and/or are enrolled in the Chanie Wenjack School for Indigenous Studies, are encouraged to consider this community their home.

- **Expressions**

Members of this community share a passion for the visual and performing arts. Past members have shown an interest in music, painting, dancing, theatre, and writing (to name a few). This community provides students with the unique opportunity to connect to and collaborate with other students who share a passion for creativity.

- **Leadership and Civic Engagement**

Students who share a passion for leadership and positively contributing to the communities around them will find a natural fit in this community. Trent University has a long history of producing Alumni who are engaged citizens, and students in the Leadership & Civic Engagement Community are a part of this rich history.

- **Nursing**

Students enrolled in the Trent/Fleming School of Nursing programs and those who are interested in exploring nursing connections with peers and faculty, have found much success in the Nursing LLC. Together, this group of dedicated students are provided an avenue to take their learning beyond the classroom and engage in a deeper level for continued academic success.

- **Trent Swansea-Law**

In Peterborough, all law dual-degree students call Traill College home. More than just classrooms and residence spaces for law students, the Traill experience brings the study of law to life. The Trent-Swansea Law Living Learning Community is designated for students of the Law-Arts or Law-Business dual degree programs, to establish their cohort and support one another while studying at Trent University and abroad at Swansea University. Applicants to the Trent-Swansea Law Living Learning Community must be enrolled in the Trent-Swansea Law Arts/Business dual degree program to live in the Traill Law Community (TLC).



CATHARINE PARR TRAILL COLLEGE

#TraillWow! One of Trent's original colleges and the only college located in downtown Peterborough, Traill is a community of forward-thinking and creative "Traillblazers."

Named after nineteenth-century author and naturalist Catharine Parr Traill, our College is a student oasis situated five minutes away from the centre of Peterborough. The College feels like a small university within the larger university, and that's the point. Here, students may lose themselves in their books, but they will never be lost in the crowd! Traill has great spaces, including modern residences, lecture halls and study nooks, a traditional college library, and a brand new outdoor Amphitheatre. Traill's identity is also closely linked to the departments of English Literature, Canadian Studies, Cultural Studies, Media Studies and Law that call the college home. Most importantly, Traill has great people who look out for each other, learn together, and have a lot of fun at the same time.

A downtown hub, Traill is a place where students of all years of study congregate together to create an environment where diversity and blending of ideas thrive.

ROOM + DINING PLAN COST*

Please refer to our website:
www.trentu.ca/housing

DINING AT TRAILL

Located in downtown Peterborough, Traill College offers both the perks of home-style meals and dine-out culinary adventures. With an intimate on-location eatery and many local restaurants just minutes away, Traill offers an exciting culinary experience.

Traill students get access to \$1000 Trent Cash that they can use at many local restaurants and popular chains to diversify their dining!

trentu.ca/colleges/traill
trentu.ca/housing



"Traill is non-conforming. It has always had a rambunctious spirit, and that gives it a fun atmosphere as well, because Traill does get to be quite different. Traill has smaller buildings, a small café, and it's just a good place to meet and be met."

AMELIA MUNDAY '11,
English & Geography
graduate



Champlain College



Collège Champlain



"Across campus, Champlainers are definitely known as the energetic ones. Home to many international students, Champlain also has a rich cross-cultural community, and is really inclusive. All of this allows those who are part of the college to discover the world differently: through connections with people from diverse backgrounds."

JOSE MIGUEL CAPILLA BAGATELLA

School of Business student
from Mexico

CHAMPLAIN COLLEGE

At Champlain College, we find the right balance between academic excellence and a loud, proud spirit. Our namesake Samuel de Champlain recognizes his travels through the region and is a symbol of close relations with Québec and the blending of cultures and traditions. As our motto, his words "continue mes découvertes" ("continue my discoveries!") reflect the possibility and wonder of life as a Champlainer.

Champlain is a monument to Canadian architectural design that offers a haven for solitary study and a stirring setting for building community. Champlainers hold close their college traditions (broomball at Bon Temps Winter Carnival anyone?) and champion strong values through active living and global perspectives. Diversity rules at Champlain, as the home to Trent International and the Study Abroad office. Our academic programs include International Development Studies, Politics and the many majors encompassed in the School of the Environment. Whatever your major, at Champlain we welcome Discovery, Adventure, Reflection, and Engagement (epitomized by the beloved Pax, a six-foot fibreglass Gorilla who appears at most of our College events).

DARE to be Champlain.

ROOM + DINING PLAN COST*

Please refer to our website:
www.trentu.ca/housing

DINING AT CHAMPLAIN

Champlain offers an impressive array of local and global food options. The Ceilie is a licensed restaurant where you may find yourself enjoying a relaxed meal, or grabbing a pint with your prof after class. Thai Express gives you that on-the-go travel option. Seasoned Spoon is a vegetarianbased student-run café, taking many of its ingredients from right here on campus. 100 mile diet? More like 5 mile diet (or less!).

Eating your way through the vegetable patch and around the world won't increase your environmental footprint either as Champlain College is Fairtrade Certified.

trentu.ca/colleges/champlain
trentu.ca/housing



PETER GZOWSKI COLLEGE

Gzowski College is named after distinguished Canadian broadcaster and former Trent Chancellor, Peter Gzowski (pronounced zaw-skee). Adored by Canadians, he was most famous as someone who listened and welcomed conversation and diverse opinions. That makes it appropriate that Gzowski College is housed within Trent's Enwayaang Building, an Anishnaabek word meaning "the way we speak together."

Indigenous knowledge is central to our spirit and influences our programming and collaborations with departments in our collegiate community – the First Peoples House of Learning, School of Business, Departments of Economics and Mathematics, Office of Research and Innovation, and the Chanie Wenjack School for Indigenous Studies. Field trips, craft fairs and community lunches are held alongside guest lectures and workshops to support our students' academic development, career aspirations, leadership and sense of belonging. Our Enwayaang building (affectionately called "the Big Cheese") is known for its bright yellow colour, "Ochre Number 33."

Listen, share, "speak" and learn with us. We move into the future speaking together.

ROOM + DINING PLAN COST

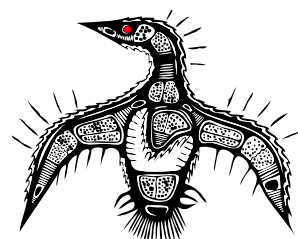
Please refer to our website:
www.trentu.ca/housing

DINING AT GZOWSKI COLLEGE

If you care about the consequences of your consumption, choose to dine at Gzowski College, home to the only 3 Star Green Certified restaurant on a university campus in Canada. The chefs at Gzowski College treat students' taste buds to homestyle meals comprised of locally-raised protein and veggies grown right here on campus. From homemade sandwiches and organic salads, to vegan soups and gourmet meals, Gzowski's best meal options are made with local ingredients. An added bonus? Over onequarter of the meals served up at Gzowski's dining hall are vegan.

Don't miss this! Once a month, the Gzowski College café treats students to an all-out premium meal! Lobster tail, prime rib, and steak, they do it all!

trentu.ca/colleges/gzowski
trentu.ca/housing



Peter Gzowski College



"At Gzowski I have built lifelong friendships and professional connections that I would not have otherwise. These opportunities have shown me who I am and Gzowski truly has become a part of my identity. I fully agree with the college's motto that the minds of the future are made great, beginning today."

RACHEL SMYLIE

International Development graduate





LADY EATON COLLEGE

At Lady Eaton College, tradition meets youthful passion in a welcoming, energetic community that bursts with “LEC” pride and the spirit of Gemütlich (a warm, friendly place where you feel comfortably at home and surrounded by friends). Our namesake is a brilliant and inspiring Canadian, Lady Flora McCrea Eaton, who challenged us to “Have an open mind, trust, learn every day, and keep doing it as long as you live.”

Truly interdisciplinary, our programs include the Medical Professional Stream, History, Philosophy, Social Work, Ancient Greek and Roman Studies, French, and Gender and Women’s Studies. And, yes, it all takes place in a triumph of modernist architecture, artfully designed to sit snuggled in a breathtaking natural setting. We affectionately refer to LEC as “Toad Hall” and we are known for our Great Toad Hunt whose secret traditions have been passed on to LEC members for 50 years.

LECers live the motto in our heraldry, Sapiencia et Humanitas, striving for wisdom and humanity in all that we do.

ROOM + DINING PLAN COST*

Please refer to our website:
www.trentu.ca/housing

DINING AT LEC

At the LEC dining hall, sustainability is key. We are proud of our 1 Star Green Certified restaurant status. Here, your LEC dining experience combines great taste with positive environmental impact, including efforts to reduce waste and conserve water. All dietary restrictions are also accounted for with plant based options for vegan diners, as well as halal, nut and seed specifications. Combine all of this with a space that has spectacular outdoor courtyard views and it won’t be long before you are dining as comfortably here as you do at home...maybe more so.

trentu.ca/colleges/lec
trentu.ca/housing



*“My favourite part of LEC?
The way the sun shines
through the vines on
residence windows, the
smell of coffee and hash
browns reaching every
corner of the building in
the morning, the sound
of drums in the music
room, and knowing you’ll
pass at least one person
you know on your way
to class.”*

GYTHA CHAPMAN,
Philosophy graduate



OTONABEE COLLEGE

At Otonabee College, we agree with the ancient saying that you cannot step into the same river twice – because it is always changing. Our motto, *tempora mutantur nos et mutamur in illis* (the times are changing and we change with them), inspires OC students as they lead change with heart. Their passion exemplifies the name of our river and our college – “the Otonabee” – an Ojibwe word meaning “the river that beats like a heart.”

Proud to be Trent’s largest college, OC welcomes a diverse group of learners, researchers, and practitioners to its picturesque home atop the ridge of the East Bank. Civic engagement, scientific and technological discovery, digital innovation and change for a better world infuse our programs in Nursing, Education, Forensics, Psychology, Computer Studies, Anthropology and Sociology.

Watch for our college mascot Ottie the Otter at the many College events we hold throughout the year. And follow the adventures of the Betties – our resident family of groundhogs on Instagram!

ROOM + DINING PLAN COST*

Please refer to our website:
www.trentu.ca/housing

DINING AT OC

If you’re a foodie who loves classics, then Otonabee is the dining place for you. Home to a Subway, Tim Horton’s and Pizza Pizza, the OC dining hall gives you access to a range of familiar and finance-friendly menu options. When you’re craving something unique, Otonabee’s dining hall also dishes out a taste of home. The café develops a changing menu with a range of sustainable and customizable food options based on student dietary needs.

trentu.ca/colleges/otonabee
trentu.ca/housing



“If you think of Trent’s colleges as cities, Otonabee College would be Toronto. There is always something happening. In the hallways you will always find different student groups and community partners promoting events and exciting ways to get involved. At OC, you have every opportunity to dive headfirst into the fantastic, close-knit community of dedicated and passionate people here.”

NICK OWEN, Otonabee
College Cabinet President
2020-21



LIVING IN RESIDENCE



Service Centres

Service Centres are your one-stop shop for any residence inquiries you might have! We have friendly Service Centre Assistants who are there to answer your questions, and point you in the right direction. Want to pick up mail? Locked out of your room? Lost your keys? Have a question about how to fill out a Maintenance Request Form? We've got you covered.

Our Service Centre Locations are:

Service Centre – West LEC 211
Monday – Friday - 12 pm – 8 pm
Saturday & Sunday - 10 am – 8pm
705-748-1097

Service Centre – East..... GCS 212
Monday – Friday - 8 am – 8 pm
Saturday & Sunday - 10am – 8pm
705-748-1097

Service Centre – Trill
Wallis Hall 1st Floor
Tuesday & Thursday - 5 pm – 8 pm
705-748-1097

Service Centre – SouthEANX 109
Monday – Friday - 12pm – 8pm
705-748-1097

Please note that hours may vary during Reading Weeks and exam periods.

Bikes

There is plenty of bike storage across campus with bike racks stationed outside of most main entrances. Unfortunately, there is no storage available within the residences or other campus buildings.

Fridges

Students are able to have a mini fridge in their room. It must be 4 cubic feet or smaller.

Many of our students choose to rent from the Coldex Fridge Rental Company. Coldex provides mini fridges of a variety of sizes that have all been approved by Ontario

Universities. Once your reservation and payment has been made, Coldex will have your fridge delivered directly to your residence room! Coldex is also responsible for picking the fridges back up at the end of the school year making your move-in and move-out procedure as simple as possible.

To book your fridge, please follow this link: coldexrents.com/school/trent

Decorating

Every student wants to make their residence room their own with a variety of decorations. We encourage students to make their residence room feel like home, and we do have some criteria that we wish for students to follow when adding decorations to their rooms by asking that students use removable adhesives when hanging posters and pictures on the walls.

Sticky tack and removable LED lights should not be used as it does damage the walls. If you do put up hooks, like command hooks, they must be removed before moving out.

Room Inspections & Damages

When you move into your residence room, you have 48 hours to fill out a room inspection form online. You can find it on MyTrent -> Supports -> Housing -> Housing Portal. This allows you to mark any damage or concerns in your room so our facilities team can follow up. If you do not fill out this form, your room will be determined to be in good condition upon moving in.

An inspection of your room will be completed by Student Housing staff once you have departed from residence to assess the cleaning conditions and identify any damage or maintenance concerns. Additional charges related to the cleanliness concerns, damages, or concerns with the contents of the room (i.e. missing furniture), may be added to your student account. If you receive a damages email upon moving out of residence, an appeals process will be outlined to you at that time.

Roommates

Sharing a room or living area may be a new experience for you and it may be one of the best experiences you have while at Trent University. It's a chance to develop friendships and share the experiences of University. Learning to live with other people, to acknowledge and respect each other's differences, and allow one another the space to grow are some of the most valuable parts of the residence experience. To ensure a successful living arrangement, you must take an active role in learning to live with someone, specifically in resolving differences. Read below for tips on how to communicate and effectively resolve differences.

Roommate Agreements

Creating an agreement is a great way to discuss some of the most common issues that happen when sharing space with someone new. Roommate Agreements outline standards of behaviours that each roommate agrees to live by to fulfill a successful roommate relationship. This is a valuable tool to help you and your roommate(s) discuss some common differences and develop an agreement to be able to accommodate everyone's needs and interests. You will be given instructions from your Residence Life Don on how to collaboratively develop an agreement after you move into residence, and you are welcome to refer back to it throughout the year should your living situation change.

In the Roommate Agreement, the following topics may be discussed:

- Guests
- Personal Property
- Alcohol
- Sleeping
- Noise
- Cleaning
- Communication
- Smoking and Cannabis

If terms of the agreement are not being upheld, students are encouraged to respectfully review their roommate agreement as a group and through effective means of communication.

Your Residence Life Don will be available to assist you with this process should you need. Residents who do not uphold the roommate agreement may be required to follow up with their Residence Life Coordinator.

Roommate Conflict

If conflict arises throughout the year, show your roommate respect by speaking with them in-person. Find a time that works for all parties to share how their behaviour is impacting you. Residence Life Dons can coach you on effectively communicating with your roommate and can follow up to monitor how your discussion with your roommate goes. You may also ask for a copy of your Roommate Agreement to be able to refer to in your discussion and to revise it if needed. Afterwards, try providing some time and opportunity to live with the agreed upon revisions in place. If the situation is still not resolved, you may request a meeting with your Residence Life Coordinator. Your Residence Life Coordinator would be able to meet with you to hear your concerns, and depending on the circumstances, may conduct a roommate mediation with all parties involved.

Room transfers are an option, managed by your Residence Life Coordinator, as a last resort after all other options have been exhausted. We recommend roommates actively participate in roommate mediation if there is conflict.

Room Transfers

Room Transfers may be offered by Student Housing based on our room availability. If an optional room transfer process will be initiated, Student Housing will communicate this to all residents and students will be able to request a room transfer via the Housing Portal. Additional fees will apply as per the Residence Agreement.. Typically, Transfers are offered in October and February of each academic year.

Check-Out Procedures

Mid-Year

Once a student has filled out the residence cancellation form on the Housing Portal, all personal belongings must be removed from your residence room, including garbage. When you are ready to leave, please go to the Service Centre closest to you and one of the Service Centre Assistants will help you. You will bring your keys back to the Service Centre, and the staff will complete the check out process upon your departure. An inspection of your room will be completed after your departure from residence to note any damages, cleaning required or missing furniture/items.

If you are moving out after hours, please drop your keys off at the key drop off bin outside of the front doors of Blackburn Hall.

End of Academic Year

When moving out at the end of the school year in April, instructions will be provided by your Residence Life Don and Residence Life Coordinator. All personal belongings must be removed from your residence room, including garbage. Further instructions on how to check out and the process in which to return your keys will be provided in late March. An inspection of your room will be completed after your departure from residence to note any damages, cleaning required or missing furniture/items.

Cleaning & Maintenance

All measures and directives are and will be guided by public health advice, and in accordance with appropriate federal and provincial government directives. Student Housing is and will continue to provide regular cleaning and maintenance services to all public/shared spaces within residence. There will be a particular emphasis on high-touch surfaces for cleaning. Students within our suite style residence buildings will be required to clean their spaces within their unit, however, maintenance services will still be provided.

Signage and educational materials, such as cleanliness guidelines for students, will also be placed around all residence spaces and provided by the Residence Life Dons to educate students on proper cleaning and hygiene, while highlighting appropriate physical distancing in a residence environment.

Student Housing will be increasing hand hygiene stations across residence buildings and will take further precautions that follow appropriate physical distancing measures and directives.

Laundry

Laundry facilities are available to students in each residence free of charge. Students are responsible for providing their own detergent and laundry softener. .

Mail

A mailbox key will be provided to you in your move-in day package as every residence student receives access to a mailbox on campus. Mail is collected and distributed Monday to Friday, except on holidays. Within the five colleges, anything larger than the size of your assigned mailbox will be kept at your Service Centre and a package delivery notice will be sent to your TrentU email address directing you to pick it up. You must show photo identification to retrieve your delivery.

All mail and packages should have the below address for proper delivery.

Symons & Traill Campus Colleges:

Student Name
College & Room Number
2089 East Bank Drive
Peterborough,
ON K9L 1Z8

Living at Otonabee Annex? You will have a mailbox located in your College Residence Mail Room. Your mailbox will be labeled with your suite/room number.

Students living at Traill College in Wallis Hall or Crawford House will have a mailbox at Traill College, located in Wallis Hall.

TVs

Students are welcome to bring personal televisions into their residence rooms, however cable is not offered by the University.

All common rooms in all on-campus residences have Smart TVs that are accessible to students 24/7.



Ordering Food

(Please note: This is different from your mailing address.)

Ordering food and having it delivered to campus is a very common occurrence in residence. When you are ordering, you may need the specific address of the building you are living in. These are listed below.

Champlain College

Trent University
1770 West Bank Drive
Peterborough, ON K9L 1Z7

Lady Eaton College

Trent University
1755 West Bank Drive
Peterborough, ON K9L 1Z6

Otonabee College

Trent University
2151 East Bank Drive
Peterborough, ON K9L 1Z8

Gzowski College

Trent University
1 Gzowski Way
Peterborough, ON K9J 8S6

Trill College

310 London Street
Peterborough, ON K9H 2Z4

Champlain College Annex

1555 Water Street
Peterborough, ON K9H 0H6

Lady Eaton College Annex

1633 Water Street
Peterborough, ON K9H 0C7

Otonabee College Annex

780 Argyle Street
Peterborough, ON K9H 5T2

Gzowski College Annex

1633 Water Street
Peterborough, ON K9H 0C7

Submitting a Residence Maintenance Request

If you notice any facilities concerns in your building, residence community, or residence room, complete a Residence Maintenance Request Form through the Housing Portal which is accessed through MyTrent. The Housing Portal icon is located under the Support Tab in the Student Housing section. When you open the link, it will take you to the Housing Portal where you will be able to access the Residence Maintenance Request Form. Work orders are processed Monday to Friday, 9 am to 4 pm. If your matter is of an urgent nature we encourage students to contact their Residence Life Don or Campus Security.



STUDENT SUPPORT SERVICES

STUDENT WELLNESS CENTRE

The mission of the Student Wellness Centre is to provide integrated services to address the holistic needs of students studying at Trent. The Wellness Centre is made up of Counselling Services, Student Health Services, and Student Accessibility Services (SAS). You can find all of the resources available through the Wellness Centre at www.trentu.ca/wellness.

Counselling Services

Our Mission Statement

The Trent University Counselling Services provides personal counselling services to full and part-time undergraduate and graduate students. Counselling Services acknowledges and celebrates the strengths and fragility of the human spirit. We are committed to providing services which respect the dignity and value of all people inclusive of age, gender, ethnicity, physical qualities, sexual identity and ability.

Who We Are

Services are provided by qualified professional counsellors and supervised graduate interns or practicum students. Full time and contracted clinical staff are credentialed professionals whose practice is governed by their respective professional colleges and/or associations. All of our counsellors are very familiar with the wide range of personal issues that can interfere with a student's academic success and quality of life.

What We Do

Counselling Services offers counselling on an individual basis to help students with personal concerns that interfere with academic performance and emotional wellbeing. Often, a few sessions are sufficient to find a solution or at least view the issue from a more manageable perspective.

To book an appointment:

During COVID-19 all counselling services will be delivered through teletherapy by audio or video link. Appointments can be made by email counselling@trentu.ca

Virtual Drop-Ins Wednesdays 3-4 pm to ask questions about mental health and get more information about available supports and how to connect.

Click here to connect!

Please note Drop-ins are not intended for crisis support or therapeutic intervention.

Counselling Services is now offering **Single Session Therapy** for students who want to address specific concerns. Learn more here or visit "Is single session right for me?" and let us know on your intake form if you want to see our Single Session Therapist.

Student Health Services

Trent Student Health Services is a team of caring, dedicated, multi-disciplinary professionals with expertise in university health issues.

As part of the Student Wellness Centre, they support a diverse student population through the provision of confidential primary health care, health promotion, disease prevention, and wellness education.

To book an appointment:

- Call **705-748-1481** during office hours and speak to our Medical Office Secretary
- During COVID-19 Health Services is offering a hybrid model of virtual and in-patient care.

Please note: Appointments cannot be made by email, or by leaving a voice message.

When making an appointment, you will be asked:

- Your first and last name
- Your student number
- Your current telephone number
- The reason for your visit

To cancel an appointment:

- Call 705-748-1481 at any time day or night and leave a detailed message with your full name, student number, appointment date and time.

We request at least two hours prior notice if you are cancelling an appointment.

Failure to keep an appointment or to provide adequate notice will result in a fee being charged, equal to the purpose of the appointment booked.

Office Hours

Monday to Friday:
9 am – 12 pm and 1:30 pm – 4 pm

Student Accessibility Services

Trent has a human rights obligation to accommodate students with disabilities (e.g. hearing, visual, learning, mental health or mobility). Trent's Human Rights Policies and Procedures are intended to reflect the university's response to the Ontario Human Rights Code and the Canadian Charter of Human Rights and Freedoms.

All members of the Trent community have a responsibility to ensure that students with disabilities are accommodated. For faculty and teaching assistants, this means providing test/exam and other academic-related accommodations to students with disabilities whose needs have been duly assessed and approved by SAS..

Who we are & What we do

Student Accessibility Services (SAS) is a team of interdisciplinary professionals who provide support to students with disabilities through one-on-one advising, referrals to campus supports, and adaptive technology. SAS supports include:

- Developing individualized accommodation plans for registered students;
- Working with students to develop approaches and strategies that use students' strengths to help them engage with their coursework;
- Offering support through an Adaptive Technologist, using a hands-on approach which allows students to learn how their technology works and how it can be used in their studies;

- Directing and connecting students to appropriate campus resources.

To see information on the services SAS provides to students and to review documentation requirements and the registration process, visit trentu.ca/sas

To see what specific services SAS provides to students, visit trentu.ca/sas

Contact Information:

Student Accessibility Services
Suite 132, Blackburn Hall,
Phone: 705-748-1281
Fax: 705-748-1509
Email: sas@trentu.ca

Hours of Operation:

Fall and Winter Term
(September 1 to April 30):

Monday through Friday
9 am – 4 pm; closed for lunch
from 12 pm – 1:30 pm

Summer Term

(May 1 to August 31)

Monday through Friday
10:30 am – 4 pm; closed for lunch
from 12 pm – 1 pm

Get social, stay connected & be in the know:

[Linktr.ee/trentsas](https://linktr.ee/trentsas)
Facebook: fb.com/TrentSAS
Instagram: instagram.com/Trent.SAS
Twitter: [@TrentSAS](https://twitter.com/TrentSAS)



"I love residence because of how easy it is for students to access numerous forms of support, including student, peer, and academic support services. This creates a fun and educational experience for all students!"

– Chenelle Pinto - Housing Admissions Assistant



CARD OFFICE

The TrentU Card is your official Trent University student card that provides access to your Dining Plan, Trent Cash (campus debit card), Campus Store and so much more!. The TrentU Card provides students with safe, convenient access to their money. Visit www.trentu.ca/trentucard for more details.

TrentU Card Tips

- Do not hole-punch your cards – they will deactivate.
- Add money to your Trent Cash by making a selection through the Housing Room Selection process, or online through the MyTrent Portal
- Lost card? Deactivate your card online through your MyTrent Portal.

Office Hours

Blackburn Hall, Lobby

Monday through Friday 9 am – 12:30 pm and 1 pm – 4 pm

705-748-1011 ext. 7431

Email: campuscard@trentu.ca

TRANSIT

Trent Transit is run exclusively through the Trent Central Student Association (TCSA) in collaboration with Peterborough Transit. Buses run every day campus is open for classes including reading week, exam periods, and weekends from September to April. Every student registered in more than 1.5 credits pays a non-refundable levy to the TCSA for transit and will receive a transit pass that works from move-in day all the way through until the start of the next academic year (including the summer). Your Trent Transit pass works on all Peterborough transit routes regardless if they service campus. For more information on the Transit routes and schedules please see the TCSA's transit website at trentcentral.ca/transit or send a text or email to bus@trentcentral.ca

PARKING

If you are bringing a car with you, please refer to the parking website for all pertinent information:

trentu.ca/parking



SAFETY AND SECURITY



PHONE NUMBERS

Residence Life Don Support Phone (8 pm to 8 am):

Champlain College: 705-931-2307
Champlain College Annex: 705-931-1683
Lady Eaton College: 705-931-0378
Lady Eaton College Annex:..... 705-760-4316
Peter Gzowski College:..... 705-931-0831
Peter Gzowski College Annex:.. 705-875-0469
Otonabee College: 705-931-1439
Otonabee College Annex:..... 705-927-7091
Catharine Parr Traill College:..... 705-872-7395

Trent University Campus Security:

University Emergency/TUEFRT:..... 705-748-1333
Non-emergency: 705-748-1328
..... security@trentu.ca
Walkhome: 705-748-1748

Community Contacts

4 County Crisis: 866-995-9933
Good2Talk:..... 866-925-5454
Telecare Distress Response 705-745-2243
Centre of Peterborough:

Medical Emergencies

Medical emergencies are taken very seriously in residence. All Residence Life Staff are trained in First Aid and CPR and are ready to help in crisis situations. Trent University also has a series of on-campus services that can assist in medical emergencies. Students are advised to use their judgement when responding to a medical emergency; calling 911 is always a first priority.

After calling 911, call Trent University Campus Security/TUEFRT and/or the Don Support Phone to ensure the professional EMS staff is guided to the student needing assistance. A resident should only attempt to help directly if they are sober, fully qualified, and feel confident to do so. It is advised that students maintain regular appointments with a doctor (these can be arranged through Trent University Health Services) and notify their Don of any medical conditions they have or accommodations they require. The best way to avoid an emergency is to be proactive and aware of risks in advance.

Fire Safety

All Trent University buildings and all residence rooms are equipped with fire detection systems. Each building has slightly different fire detection and alarm systems and these include at least one of: fire alarms, sprinklers, smoke detectors, and/or heat detectors. Some residence rooms also have accessible systems present that can alert students who are not able to respond to traditional fire alarming systems. The fire evacuation process is very simple at Trent University.

If you see a fire, trigger the alarm, and if you sound the alarm evacuate the building, call campus security and/or Don Support Phone. Note that this also applies to residence fire drills.

If you refuse to leave a building during a fire alarm or fire drill you are breaking the law and as a result

you may receive serious fines from the fire department and/or serious residence outcomes under the Residence Standards. If your accessibility needs make it difficult for you to exit the building in case of fire (Example: you are not able to access an elevator) an individualized plan will be designed and followed.

What to do if a fire is present:

- If the alarm is not sounding and you see fire, sound the alarm
- If you sound the alarm evacuate the building, call Campus Security and/or Don Support Phone and notify them of where the fire is; security will need to direct the fire response team to the appropriate area of campus
- If you hear the alarm anywhere on campus leave the building as soon as possible, close doors behind you but do not

lock them in case the fire department needs access to that room

- Evacuate to an area a safe distance from the affected building and make sure your evacuation is not a podium or roof of a building
- Follow the instructions of security and present residence life staff, they will be wearing clothing to identify themselves (vests/jackets) and are trained on safely evacuating students, if weather is not ideal for standing outdoors, they will work on gaining access to a nearby, unaffected building
- Do not enter the building on fire or in which the alarm is sounding until it has been deemed safe by the fire department and until residence life staff allow you to enter.

Trent University Emergency First Response Team (TUEFRT)

TUEFRT consists of a number of volunteers who are on call 24/7 during the portions of the academic year when Trent University is open. These volunteers receive very intensive training in emergency medical response and crisis response and can respond to a medical emergency anywhere on campus in a matter of minutes. TUEFRT is often one of the first responders to a medical emergency and will either treat a student themselves or forward the student's care to the appropriate authorities such as local Emergency Medical Services.

TUEFRT: 705-748-1333



In order to ensure that residences are at as low risk for fire as possible, there are very specific policies surrounding fire safety present. These include information on the prohibition of smoking in residence, the propping of fire doors, burning of substances in residence, tampering with fire safety equipment, etc. Please review these policies before moving into residence, as fire safety is all about prevention and requires an active effort on our side and yours.

Residence Security

Trent University Campus Security

Trent University has its own Campus Security staff. This team works together to make the campus one that is safe for all those who attend, live at, work at, or visit Trent University. Trent University Campus Security has staff on call 24/7, 365 days a year. Whenever you are on campus, whether it be during the academic year, during the summer, or when the University is closed on Christmas Day, Campus Security is never more than a call away.

Peterborough Campus Security can be reached at:

705-748-1333 (Emergency)

705-748-1328 (Non-Emergency)

Campus Security is dispatched to all medical emergencies on campus in case EMS needs to be contacted and guided to the specific area of the student. Campus Security also works alongside the Residence Life Staff, to facilitate conversations about drugs in residence and address people who are present in residence but shouldn't be. The Security staff are highly trained in their field and are a great campus resource. They will often be the very first party contacted when you call the Don Support Phone.

AFTER HOURS SUPPORT

Each residence building is split into residence communities and each residence community has a Residence Life Don. Every single night that residence is open there are Dons who provide after-hours support. These staff do rounds of residence checking for safety/facilities concerns and keeping an eye out for the safety of students. During large-scale campus events, and some holidays, the Don Support Phone is active. Each residence college has its own specific Don Support Phone number.

Call the Don Support Phone when:

- A residence guest won't leave or is causing trouble
- A residence student is endangering themselves or others
- A medical emergency occurs (use your judgement to determine if TUEFRT or 911 should be contacted FIRST)
- A fire is present (pull the alarm FIRST)
- You need someone to talk to about a situation that is affecting you
- You have a concern you feel is not being addressed and you need it to be solved as soon as possible
- You find a facilities concern (a broken sink, or door, or toilet, or a leak)
- You are locked out of your room

WHEN TO CALL THE DON ON-DUTY:

Residence Life Dons get extensive training regarding campus resources and will ensure the correct resource is contacted if you are not sure who to call. Dons are on-duty from 8pm to 8am every day that residence is open.

Asbestos

Trent University is committed to promoting the health, safety and well-being of its student residents. Asbestos continues to be present in a number of residences, including in materials such as insulation around piping and mechanical equipment, flooring, and wall finishes.

Recognizing the hazards that may arise when asbestos fibres become airborne as a result of disturbance or deterioration, the university is committed to a strict management program of all asbestos-containing materials in university buildings and any activities that may disturb such materials.

The university is committed to comply with the legislative requirements outlined under the Ontario Regulation respecting Asbestos on Construction Projects in Building and Repair Operations (O.Reg 278/05).

The university has an obligation to inform all occupants of any buildings containing asbestos. An inventory of asbestos, by college, is available from Trent University Student Housing in Blackburn Hall, Suite 129. Additional information can be obtained by contacting Student Housing at x7127.

Personal Safety and Mental Health

Starting university is exciting, but it can be stressful, too. The good news? You don't have to handle anxiety, depression, or other mental health difficulties on your own.

Trent works hard to create a safe and supportive environment—an environment that encourages a supportive and open campus-wide dialogue about mental health issues. That's the key to keeping everyone safe and healthy: the individual who is struggling as well as the other members of our campus community.

Not sure who to turn to or how to access the support you need, if you're going through a rough time?

There are a number of services and supports available to you while you're living in residence:

- **Your Residence Life Don:**
Your Don is an upper-year student who has been trained to offer support and who can help you tap into other mental health services.
- **Your Residence Life Coordinator (RLC):**
Your RLC has received comprehensive training in mental health first aid.
- **On-campus mental health supports:** Trent Health Services, the Counselling Centre, Student Accessibility Services, and Student Housing all work together to assist students who are struggling.
- **Community crisis supports:**
There are 24-hour crisis support hotlines and other mental health supports in the local community:
 - **4 Country Crisis**
(Community Mental Health Crisis Response Program):
705-745-6484 or 1-866-995-9933
 - **Telecare Distress Centre of Peterborough**
705-745-2243
 - **Good2Talk**
1-866-925-5454

The majority of students living with mental health challenges manage to function well in a residence environment. Occasionally, residence is not the best environment for a student who is struggling. In such a situation, Student Housing will support the student in exploring other options for housing and connect them with campus and community resources when additional support is needed.



Sexual Violence and Sexual Consent

Ontario has a provincial action plan to prevent sexual violence, including on campuses.

Students new to Trent participate in the prevention programming Consent at Trent during orientation week as one part of our efforts to end sexual violence.

Sexual violence means any sexual act or act targeting a person's sexuality, gender identity or gender expression, whether the act is physical or psychological in nature, that is committed, threatened or attempted against a person without the person's consent, and includes sexual assault, sexual harassment, stalking, stealthing, indecent exposure, voyeurism and sexual exploitation.

Participating in sexual activity of any nature is a choice. Ensuring that you have sexual consent, and give consent is an important part of all sexual encounters

Consent is an active, direct, voluntary, unimpaired, continual and conscious choice and agreement between persons to engage in physical contact or sexual activity.

- Consent is active, not passive, coerced or silent. It is a clear "yes", not an absence of "no".
- Consent must be continuous throughout the sexual encounter and can be revoked at any time.

- Consent is the responsibility of the person who wants to engage in sexual activity to make sure that they have consent from the other person(s) involved.
- Consent to one sexual act does not constitute or imply consent to a different sexual act.
- Consent is required regardless of the parties' relationship status or sexual history together.
- Consent cannot be given by a person who is incapacitated by alcohol or drugs or who is unconscious or otherwise lacks the capacity to give consent. If a participant's judgement is impaired, consent is not valid.
- Consent cannot be given if the instigator is in a position to confer, grant or deny a benefit or advancement to the other person and the instigator knows or ought reasonably to know that the solicitation or advance is unwelcome. This definition applies equally to all persons regardless of sexual orientation.

Ask first, and keep asking – use your words! Consent is sexy.

- "Do you want to keep going?"
- "Do you like this?"
- "Is this turning you on?"
- "How do you feel about this?"
- "Are you doing okay?"

GETTING HELP

It's never your fault if you're sexually assaulted. Remember that sexual assault can happen regardless of precautions. As a community, we can ALL work together to help prevent it from happening.

There are supports available to students both on and off campus.

If someone has recently experienced sexual assault and needs healthcare and crisis support, they should go to the Emergency Room at the Peterborough Regional Health Centre and ask to see the Sexual Assault Nurse Examiner. Care is provided 24/7.

Sexual Violence Prevention

Coordinator: Arwen Sweet

In person: Symons Campus,
Champlain College C4

By phone: **705-748-1011 ext. 7792**

By email: rarwensweet@trentu.ca

During offices hours, **Student Health Services** can be reached at **705-748-1481**, and **Counseling Services** can be reached at **705-748-1386** or by stopping by these offices.

Additionally, support can be provided through the **Kawartha Sexual Assault Centre 24-hour crisis line (705) 741-0260**.

Walkhome Program

Another great resource is Trent Walkhome run by student volunteers. Trent Walkhome is a service that provides students, faculty and staff members a safe alternative to walking alone at night.

This fall, Walkhome services are available upon request. To request a walk please call 705-748-1748 or text 705-931-0032. Routine queries can be directed to walkhome@trentu.ca.

Should an in-person walk not be available, dispatchers at Campus Security are available to provide an over-the-phone escort from 4:00

pm to midnight, seven days a week.

If you require emergency assistance please call the Campus Security emergency line at 705-748-1333.

Trent Walkhome is currently accepting applications for student volunteers, who will be screened and provided training in order to continue to provide a high standard of service to its users. Apply today.

RESIDENCE STANDARDS



Section A – Preamble

Section B – Resident Rights and Responsibilities

Section C – Residence Standards

Section D – Community Support System

Section E – Appeal Process

Section A – Preamble

The Residence Standards are intended to permit and encourage residents to live productively and peacefully in an environment that is responsible, respectful, inclusive and supportive; and that promotes academic success and community involvement. Living in residence at Trent University is a privilege. In order to be clear about the expectations that accompany this privilege, the Residence Guidebook was created to ensure that it supports the residence experience. It describes the foundations of appropriate behaviour for the residence community, as well potential consequences for inappropriate behaviours. We sincerely hope that you will be mindful of the impact of your choices on your own well-being as a student, on the well-being of other residents, and on the residence community. It is our privilege to work with outstanding students such as yourself as we strive to build strong communities that support individuals' personal and academic pursuits.

Section B – Resident Rights and Responsibilities

The wellbeing of the residence community rests on the balance of the community’s ability to respect the needs of the individual, and the individual’s ability to respect the needs of the community. Our staff work with residents to create communities that support academic success and are based on mutual respect and personal development.

The guiding principles below describe your rights, privileges, and accompanying responsibilities as a resident within the residence community.

Privileges & Responsibilities	GUIDELINES	PRIVILEGES	RESPONSIBILITIES
	Housing	You have the privilege of having housing in residence.	You have the responsibility to respect the Residence Standards and live within their guidelines in order to maintain this privilege.
	Common Space	You have the privilege of using common spaces such as common rooms, study spaces, public washrooms, dining halls and outdoor spaces.	You have the responsibility to uphold these spaces by treating them with respect i.e. ensuring cleanliness after use, respecting university property and ensuring appropriate behaviour while in the spaces.
	Guests	You have the privilege of having guests visit you in residence.	You have the responsibility to ensure that you have the permission of your room-mate(s) to host the guest, and (b) ensure that your guest(s) respect and abide by the Residence Residence Standards, University policies, and the law.





Rights & Responsibilities

GUIDELINES	RIGHTS	RESPONSIBILITIES
Safety & Security	You have the right to feel safe in the residence community including but not limited to living in an environment where your possessions and the communal spaces are shown respect.	You have the responsibility to act in a way that does not endanger yourself or others. You are responsible for using security mechanisms provided in your residence and reporting any unsafe behaviours or conditions. You have the responsibility to show everyone respect and to respect the property of others and the University.
Respect	You have the right for others to consider and respect your feelings and needs; to reside in a community based on mutual respect and acceptance, free from intimidation, harassment or discrimination.	You have the responsibility to act in a civil manner and treat all members of your community with respect, acceptance and understanding.
Fairness & Support	You have the right to fair and consistent service from Residence Staff.	You are responsible for being responsive and cooperative in all dealings with Residence Staff.
Cleanliness	You have the right to a living space that is clean and kept in good condition.	You have the responsibility to assist in the upkeep of common areas by not leaving garbage or dishes in the lounges or common areas, by using appropriate disposal and recycling receptacles and to keep your own room clean and in good condition. You are responsible for reporting if facilities or equipment issues to Residence Staff.
Clarity of Standards	You have the right to have clear Residence Standards.	You have the responsibility to know the Residence Standards and ask questions if you do not understand them.
Healthy Wellbeing	You have the right to manage own health and safety	You have responsibility to ensure your self-management is reducing harm/risk to yourself or community.



Section C - Standards

Fundamental Standard: All Residents and their guests are responsible for upholding the laws of Ontario and Canada, The Human Rights Codes of Ontario and Canada, the civic by-laws and Trent policies.

Please note, the University may amend, supplement or otherwise enforce any rules or regulations issued by government authority; may impose additional rules and regulations, and may impose interim restrictions to mitigate or minimize the safety risk posed to residence students during an emergency (i.e. pandemic, natural disaster).

For all safety measures related to COVID-19, Trent Student Housing will consult with Peterborough Public Health to ensure safety of all residents and staff. Updates will be posted on the Trent Student Housing website, and/or emailed to your trentu.ca email account.

Advertising Policy

The Advertising Policy is in place to guide advertising practices in our residence community. It is the right of each Resident to respect the community by having Residence Staff uphold the advertising standards and it is the responsibility of all Residents to adhere to the guidelines for advertising in the residence community. Such conduct and behaviour includes, but is not limited to:

- Door-to-door selling or soliciting is prohibited in residence. Special circumstances can be made with prior approval of the Residence Life Coordinator.
- Advertising and postings in Residence must be placed in designated areas, once approved by a Residence Life Staff member.
- All postings are to be removed in a timely manner
- All postings must be written and displayed in a manner that is respectful, does not discriminate and does not use offensive language, including language that violates the Trent University's Policy on Discrimination and Harassment.

Alcohol Policy

The Alcohol Policy is in place to ensure the safety of residents and their guests, to minimize risk associated to alcohol consumption and to promote positive behaviours associated with alcohol use. It is the right of each Resident to manage their own health and wellbeing and it is your responsibility as a Resident to manage their consumption by practicing the Canadian Low-Risk Alcohol Drinking Guidelines. Such conduct and behaviour includes, but is not limited to:

- It is illegal for any person under 19 years of age to consume alcohol in the province of Ontario. It is not permitted to be intoxicated in a public area or in public within the College or building.
- Large volume containers exceeding 1 litre or paraphernalia that promotes the excessive consumption of alcohol are not permitted in residence.
- Promotion or participation in events that promote excessive alcohol consumption, including but not limited to drinking games, are prohibited.
- Glass beer bottles, for safety reasons, are not permitted in residence areas or public areas.
- No person shall consume, transport or otherwise be in possession of any alcoholic beverage in an open container in a public area of the Residence.

Building Policy

The Building Policy is in place to guide appropriate building usage in our residence community. It is the right of each Resident to have a living in an environment where your possessions and the communal spaces are shown respect and a living space that is clean and kept in good condition and it is your responsibility as a Resident to respect the property of others and the University and to assist in the upkeep of common areas by not leaving garbage or dishes in the lounges or common areas, by using appropriate disposal and recycling receptacles and to keep your own room clean and in good condition. Such conduct and behaviour includes, but is not limited to:

- Residents are responsible for keeping their residence room and shared living areas clean.
- Elevators, including their controls, must not be misused
- Personal belongings are not to be stored in common living areas. This may include, but is not limited to: sports equipment, bicycles and musical instruments.
- Residents are not permitted to remove or make changes to furniture, fixtures or interiors of their residence room.
- Making an unauthorized room or roommate change is prohibited.
- Residents are not permitted to bring their own beds or any additional furniture into residence rooms or common areas unless medical documentation in the form of an accommodation request is provided to and approved by Student Housing, or prior written permission is received.
- Window screens must not be removed from windows.
- Sports are not permitted in residence areas.
- Deliveries from the LCBO, Ontario Cannabis Store and/ or any legal cannabis vendor sanctioned by the Ontario government will not be accepted on campus. Residents who are of legal age wishing to receive mail deliveries of alcohol and/or cannabis may make arrangements with off campus Canada Post offices.

Cannabis Policy

The Cannabis Policy is in place to ensure the safety of residents and their guests. To minimize community concerns associated with cannabis consumption and to promote positive behaviours associated with cannabis use. It is the right of each Resident to manage their own health and wellbeing and it is your responsibility as a Resident to manage their consumption by practicing the Canadian Lower Risk Cannabis Use Guidelines. Such conduct and behaviour includes, but is not limited to:

- It is illegal for any person under 19 years of age to consume cannabis in the province of Ontario.
- It is illegal to be in possession of more than 30 grams of cannabis. Residents who are of age may possess up to 30 grams of cannabis in residence. Cannabis must be stored in a sealed container.
- Promotion or participation in events that promote excessive cannabis consumption are prohibited.
- Smoking or vaping cannabis is prohibited in residence.
- Use of cannabis related paraphernalia, including but not limited to vaporizers, hookahs, and pipes are prohibited in residence. Residents may store cannabis related paraphernalia in their residence room.
- The cultivation of cannabis plants or cannabis related products is prohibited in residence.
- Cannabis shall not be consumed in a public area. Residents wishing to transport must do so in a concealed container
- Cooking cannabis in all residence spaces including but not limited to residence lounges, study rooms, bedrooms, or suites is prohibited.

Damages & Vandalism Policy

The Damages & Vandalism Policy is in place to ensure that residents understand the impact of vandalism i.e. intentional destruction or defacement of the campus property and damage i.e. the unintentional destruction or defacement of the campus property. It is right have communal and private spaces that are upheld in good condition by the University and it is the responsibility of all Residents to respect all spaces in the residence community and report any facilities or equipment issues to Residence Staff. Such conduct and behaviour includes, but is not limited to:

- If the resident(s) involved or responsible for damages or vandalism can be identified, they will solely be liable for restitution. If the resident(s) involved in or responsible for damages or vandalism cannot be identified and repairs or cleaning are required, the charges will be billed equally to all residents in the section, tower, floor, house or apartment
- Residents are required to report any damages. It is not permitted to repair any damages on their own.

Drug Policy

The Drug Policy is in place to ensure the safety of residents and their guests. It is important to note that impairment due to the use of illegal substances is never considered an excuse for violation of the Residence Standards. It is the right of each Resident to manage their own health and wellbeing and it is your responsibility as a Resident to ensure your self-management is reducing harm/risk to yourself or community if consuming substances. Such conduct and behaviour includes, but is not limited to:

- Residents are prohibited from using, being under the influence of, possession, of illegal drugs, controlled substances, non-prescription drugs and/or drugs not prescribed to the person in possession of these drugs
- Equipment or materials that are used to facilitate the use/misuse of illegal drugs or controlled substances are strictly prohibited.
- Abuse or misuse of prescription drugs or intentional overdose of prescription drugs is strictly prohibited

Fire Safety Policy

The Fire Safety Policy is in place to ensure Residents are to exercise the utmost care related to fire safety while living in residence. Any negligent or intentional fires started by any person(s) may result in residence and university sanctions and possible criminal charges. Such conduct and behaviour includes, but is not limited to:

- Residents must evacuate the building immediately on the sound of the fire alarm. Evacuation requirements apply to fire drills as well. Tampering with fire safety equipment and electrical equipment including but not limited to fire extinguishers, sprinklers, fire alarms, smoke detectors and emergency contact speakers, is prohibited.
- Propping open exterior doors or doors leading to hallways and other public areas is prohibited due to risk of extended damage in the case of a fire.
- Open flames, candles, incense, halogen lamps and storage of hazardous items are not permitted in residence.
- All electrical appliances must be CSA approved.
- Any appliances such as kettles, toasters, coffeemakers, crockpots and toaster ovens are only permitted in designated kitchen spaces and are not permitted in residence rooms.
- Decorations in residence cannot include flammable items such as dried leaves, straw and live trees
- Exits from a room or building and fire safety equipment must be kept free of clutter and must be accessible at all times.
- Burning of anything in residence including but not limited to posters, walls, boards, and ceilings is prohibited



Guest Policy

The Guest Policy is in place to ensure the safety of residents and their guests while in our Residence Community. Residents have the privileges to have guest visit their residence space and the responsibility to ensure that you have the permission of your roommate(s) to host the guest, and (b) ensure that your guest(s) respect and abide by the Residence Standards, University policies, and the law. Such conduct and behaviour includes, but is not limited to:

- Guests must always be accompanied by and signed in by the Resident host.
- Guests must be aware of, and comply with, the Residence Agreement and Residence Standards. Each Resident host assumes complete responsibility for unacceptable behaviour by any of their guests.
- Guests may be asked to leave and may be banned from Residence if the Residence Standards are not followed.
- The maximum number of guests allowed is one per room occupant.
- Where applicable, roommates must mutually consent to the accommodation of an overnight guest.
- Residents, with or without a roommate, may not have their guests stay longer than two consecutive nights, to a maximum of four times per semester.
- Guests who do not hold a current Residence Agreement are not permitted in residence during 23-hour quiet hours or during Orientation Week.
- Student Housing may enact temporary modifications to the guest policy to ensure the safety and security of the community (i.e. for special events or due to emergency purposes). Any temporary changes to the guest policy will be communicated to all residents in advance.

Harassment & Discrimination Policy

In accordance with Trent University's Policy on Discrimination and Harassment, Harassment means: "Engaging in a course of vexatious misconduct, which may include verbal misconduct, that is of a serious nature, that is experienced first-hand, that is based on a prohibited ground of discrimination as defined by this policy, and that is known or ought reasonably to be known to be unwelcome." The Policy on Discrimination and Harassment can be found on the Human Rights website: trentu.ca/humanrights. Harassment and Discrimination has the impact of creating a hostile living or working environment. Harassment limits the rights of an individual to live in Residence without fear of the conduct from other Residents or Guests that is offensive, intimidating, threatening, demeaning or abusive. Any form of harassment whether verbal or written, in person or via email, electronic messaging system or other electronic/internet based process or telephone is unacceptable in the Residence community and will be dealt with through the Community Support System. All members of the University community have the right to equal treatment according to the Policy on Discrimination and Harassment.

Examples of unacceptable behaviour include, but are not limited to:

- Residents are prohibited from distributing or posting electronic, paper or other formats of materials that are racist, sexist, homophobic, discriminatory, offensive, and inappropriate or threatening in nature. This includes voicemail, telephone calls, internet/email messages and any and all electronic messaging systems. Residence Life Staff reserve the right to remove all offensive material posted in public spaces.
- Residents are prohibited from engaging in inappropriate behaviour and encouraging others to engage in inappropriate behaviour.
- Residents are prohibited from repeatedly making unwanted contact without the other person's consent.
- Residents are prohibited from engaging in practical jokes, pranks and actions that are considered to be demeaning and offensive to others.
- Residents are prohibited from verbal or physical threats against a person or property.
- Residents are prohibited from bullying and hazing of other residents.

Health & Safety Policy

The Health and Safety policy is in place to define conduct, behaviour or health related incidents that threaten the safety or wellbeing of anyone in Residence, including oneself. Residents have the right to feel safe in the residence community and manage their own health and well-being and the responsibility to act in a way that does not endanger yourself or others. Such conduct and behaviour includes, but is not limited to:

- Residents are prohibited from severe intoxication from consumption of alcohol, cannabis, illegal drugs, abuse of prescription drugs, or other substances that requires attention from other residents, Trent University Emergency First Repose Team, Campus Security, emergency personnel or Residence Life Staff.
- Residents are prohibited from aiding and abetting in conduct including but not limited to encouragement of excessive consumption of alcohol and/or cannabis.
- The Residence Life Coordinator must be notified immediately of a Resident who contracts a communicable disease.
- Proper storage and disposal of food and waste is required

Noise Policy

The Noise Policy is in place to ensure Residents can create a space the right of each Resident or neighbouring occupants (e.g. faculty, tenants, staff) to request the termination of unreasonable noise. It is the responsibility of all Residents to work to minimize the impact of noise on the residence community. Such conduct and behaviour includes, but is not limited to:

- Residents shall be mindful of the level of noise on the floor, in their room or in common areas which may disturb the study or sleep of another Resident.

Quiet Hours are the following:

Sunday – Thursday: 11:00 pm to 8:00 am

Friday – Saturday: 1:00 am to 8:00 am

- Courtesy hours are in effect 24 hours a day, 7 days week. Residents are to be mindful of the disturbing effect of their noise on others and to respect the requests of others to cease making noise at any time.
- Sound amplifiers including but not limited to subwoofers or instrument amplifiers are not permitted to be used within residence.

Room Entry Policy

The Room Entry Policy is in place to ensure privacy for all residents. Residence understands that privacy is an important component to living in a community; however, there may be certain circumstances where entry into a Resident's room is required as per the following:

- a. Law enforcement officers in the performance of their duties.
- b. Authorized personnel to ensure health and safety of Residents and to ensure all regulations and policies are maintained. These circumstances include, but are not limited to:
 - A resident to be in the room or apartment, but no longer physically or mentally capable of response.
 - Reducing or preventing water damage during a flood or after a pipe has burst.
 - Verifying evacuation during a fire alarm.
 - Sounding of an alarm within the room when the Resident is not present
 - Authorized personnel attending to make routine repairs. A report by the Resident of a damaged or broken item constitutes permission to enter the room or apartment to assess or make repair.
 - Authorized personnel performing regular inspections for caretaking, safety, and security, for preventive maintenance or for regular maintenance of buildings. Notice for such entry will be provided 24 hours in advance.
 - Authorized personnel when there is probable cause to believe that a violation of Residence Standards or University policies, applicable laws or civil regulations is being committed.

Note: Outside of the circumstances listed above, anyone wishing to enter another Resident's room must have written permission, do so only in the presence of a Student Housing staff member and with the use of a set of Student Housing 'issued master keys.

Service Animal Policy

In accordance with Trent University, Pets On Campus Policy any animal not prohibited by the municipality in which Trent property is located. The term 'pet' does not include service and support animals or animals used in teaching and research where approved by the University's Animal Care Committee.

- Residents should acquire approval from Student Housing prior to the arrival of the services animal.

Sexual Violence Policy

In accordance with Trent University Sexual Violence Policy any act of sexual violence is not acceptable. Any and all reported acts of sexual violence will be addressed in a thorough and timely manner in accordance with the wishes of the person who has experienced sexual violence.

Examples of sexual violence include, but are not limited to:

- Sexual harassment – engaging in vexatious and/or inappropriate comments or conduct against another person because of sex, sexual orientation, gender identity or expression.
- Sexual coercion – unreasonable or persistent pressure to seek consent for sexual activity
- Sexual exploitation – taking nonconsensual or abusive sexual advantage of another person. It includes, but is not restricted to, the digital or electronic broadcasting, distributing, recording and/or photographing of people involved in sexual acts without the consent
- Stalking – refers to behaviours as defined by the Criminal Code as criminal harassment in the context of sexual or intimate partner violence
- Sexual Assault – is an assault, as defined in Section 265(1) of the Criminal Code, committed in circumstances of a sexual nature such that the sexual integrity of the person who has experienced sexual violence is violated.

It should be noted that Student Housing Staff will safeguard the confidentiality of those disclosing sexual violence in accordance with applicable laws, and that incidents of sexual violence can be addressed, at the discretion of the person experiencing sexual violence, with the exception that the University may choose to investigate and take action to safeguard members of the Trent community if there is a risk of imminent physical harm as per the Sexual Violence Prevention & Response Policy.

Service Animals are permitted throughout the campus except in food preparation areas. In the event that the presence of a service animal restricts the ability of another person to access an area, the parties involved will be consulted for resolution.

Smoking Policy

In accordance with Trent University Smoke Free Policy, this policy is in place to reduce social exposure to smoking and secondhand smoke on Trent property and ensure Trent University's compliance with the Smoke Free Ontario Act, Regulations (48/06) made under the Act, the Electronic Cigarettes Act, 2014 (Bill 45) and the Cannabis Act, 2017.

- All Residence buildings including resident's rooms are smoke free. Smoking of any kind is not permitted in these areas including but not limited to the use of electronic cigarettes, vaporizers or cannabis products.
- Residents are prohibited from selling or supplying tobacco or cannabis, tobacco or cannabis products, or electronic cigarettes.
- Residents are not permitted to smoke or hold lighted tobacco or cannabis anywhere except designated smoking areas.
- All forms of smoking are not permitted within 9 metres of any residence building.

Note: This policy does not apply to tobacco used for traditional Aboriginal cultural or spiritual purposes. It does not apply to tobacco or cannabis used for scientific research or testing, or to approved products intended for use in nicotine replacement therapy. When possible, residence students should acquire approval from Student Housing prior to proceeding with these practices in a residence facility.

Technology Policy

The Technology Policy is in place to ensure safety through technology in our residence community. It is the right of Residents to have access to internet in our communities and the responsibility of residents to be respectful when using any and all use of all personal technologies and for any material posted on the Internet. Such conduct and behaviour includes, but is not limited to:

- Residents using Trent University IT, a contracted service provider or Student Housing equipment are responsible for following Trent University Acceptable Use Policy and Residence Technology Policy.
- Unauthorized use or access to wireless routers, wireless printers, and cable TV are prohibited.
- Use of electronic devices such as mobile phones or other devices with camera features is not permitted in residence washrooms.

Unacceptable Behaviour Policy

The Unacceptable Behaviour Policy is in place to ensure respect and safety in our communities. It is the right of Residents to be treated with fairness and respect from community members and Residence Staff and it is the responsibility to act appropriately and respectfully and to conduct themselves in a manner. Such conduct and behaviour includes, but is not limited to:

- Interactions with all members of the University and/or Residence community are expected to demonstrate respect.
- Residents will comply with verbal and/or written instructions of any University Officers, including Campus Security, the Residence Life Coordinators, the Residence Life Staff, or any other university employee working within the Residences and acting within the scope of their authority.
- Operation of any business is prohibited in Residence.
- Residents will comply with any assigned in outcomes by Student Housing staff.
- Removal of other's personal belongings or property without the owner's permission is considered theft and is strictly prohibited.
- The intentional submission of a false report of any policy violation is, in itself, considered a violation of Residence Standards.

The Violent Behaviour Policy

The Violent Behaviour Policy includes but is not limited to disruptive behaviour such as: abuse (physical or verbal), bullying, coercion, damaged property, discrimination, fighting, intimidation, possession of weapons, sexual assault and/or threats of violence. Depending on the situation, the Office of Student Affairs and/or police may be involved. Such conduct and behaviour includes, but is not limited to:

- Distributing or posting electronic, paper or other formats of materials that are threatening in nature. This includes voicemail, telephone calls, internet/email messages and any and all electronic messaging systems.
- Engaging in inappropriate behaviour and encouraging others to engage in inappropriate behaviour.
- Practical jokes, pranks and actions that threaten the safety of others.
- Verbal or physical threats against a person or property
- Bullying or hazing of others students
- Utilizing or threatening self or others with a weapon(s).
- Fighting and physical violence.
- Damages to person or property.

Note: All Residents have the responsibility to act appropriately and respectfully and to conduct themselves in a manner that does not place themselves or others at risk. If a student feels that they are being harassed or have experienced or witnessed threatening or violent behaviour they are asked to talk to their Residence Life Coordinator or Campus Security immediately. Any written or electronic form of harassment should be kept for documentation or photographed.

Weapons Policy

In accordance with Trent University Weapons Policy, no person, while on property controlled, leased or owned by Trent University shall store, use or carry a weapon. A weapon is defined as anything used, designed to be used or intended for use in causing death or injury to any person or for the purpose of threatening or intimidating any person, or a device designed to look like a weapon (CCC S. 2 and 84). Examples of weapons include, but are not limited to, firearms, explosives (including fireworks), air guns, pellet guns, BB guns, paint guns, crossbows, long bows, swords, martial arts weapons, prohibited blades, combat knives, brass knuckles, replica or imitation firearms including toys and any other prohibited device as defined by the Criminal Code of Canada.

Exceptions:

- a. This policy does not apply to Police Officers, Peace Officers or Licensed Guards carrying issued weapons in the performance of their duties.
- b. Exceptions to this policy may be granted for a Trent University sanctioned event or activity.
- c. Exceptions require written approval signed by the appropriate unit head/ department chair and the Director, Risk Management. The written approval will include a detailed list of weapons involved, the purpose of the event and the provisions for safe storage and transport of the weapons when not in use. The Director, Risk Management will resolve any concerns in advance of the event and inform the appropriate Vice president and all relevant university departments/units and external agencies, such as the police. Any weapons that are required to be stored on property controlled, leased or owned by Trent University must be stored safely and in accordance with all applicable laws, regulations and policies by the department responsible for the event or activity. Any individuals bringing or using firearms on campus must produce proof that they are appropriately licensed to own or carry the firearms. No weapons will be permitted to be stored in any Trent University residence facilities, including apartments and guest suites.
- d. This policy exempts ceremonial knives carried or used to meet religious obligations and small folding or utility knives used solely for a lawful purpose that are not brandished or worn in such a manner as to cause alarm.

Campus Security will seize any unauthorized weapons found on campus and/or in residence and make every effort to notify the owner that they have done so. The weapons will be returned to the owner/user once either authorization has been received or the owner can satisfy Campus Security that they have arranged to have them stored permanently off campus. Weapons not claimed by the owner within one month of seizure will be destroyed by Campus Security. Firearms will be immediately turned over to the Peterborough Lakefield Community Police. Individuals in possession of unauthorized weapons on campus and/or in residence may also be subject to disciplinary action up to and including expulsion from the University or termination of employment, depending on the circumstances. In the case of prohibited or non-registered firearms and other illegal weapons, the individual may also be subject to criminal prosecution.



Student Housing staff will process the majority of Residence Standards allegations. However, it should be noted that cases can be referred to the Trent University Charter of Student Rights & Responsibilities before, during or after an investigation if the situation warrants. This would occur in the case of a violation whose severity warrants consideration at the campus level, or a non-resolvable conflict of interest. Where the Residence Agreement has been terminated, any future violations that occur in Residence will be addressed through the Trent University Charter of Student Rights & Responsibilities in consultation with Student Housing .

Section D - Community Support System

The purpose of the Community Support System is to assist all Residents in developing an awareness of how their behaviour impacts the community in which they live. The Community Support System in residence is based on a residence learning model. It is intended to give Residents an opportunity to learn from mistakes and exercise more appropriate decision making in the future.

The Residence Standards are enforced:

- a. In all residence areas, including residential Colleges, the apartments, Annex grounds and Symons grounds, hallways, guest suites, entryways, dining halls and public areas.
- b. At all residence events sponsored by Student Housing that are held within a Residence Area or hosted in non-residence off campus facilities.
- c. When behaviour online that has a negative impact on the individual's well-being while in residence.

Violations of the Residence Standards can be reported by members of many different groups, including but not limited to, Student Housing Staff, Trent University Campus Security Guards, guards or staff of the Annex locations, law enforcement officials, or other Trent University officials.

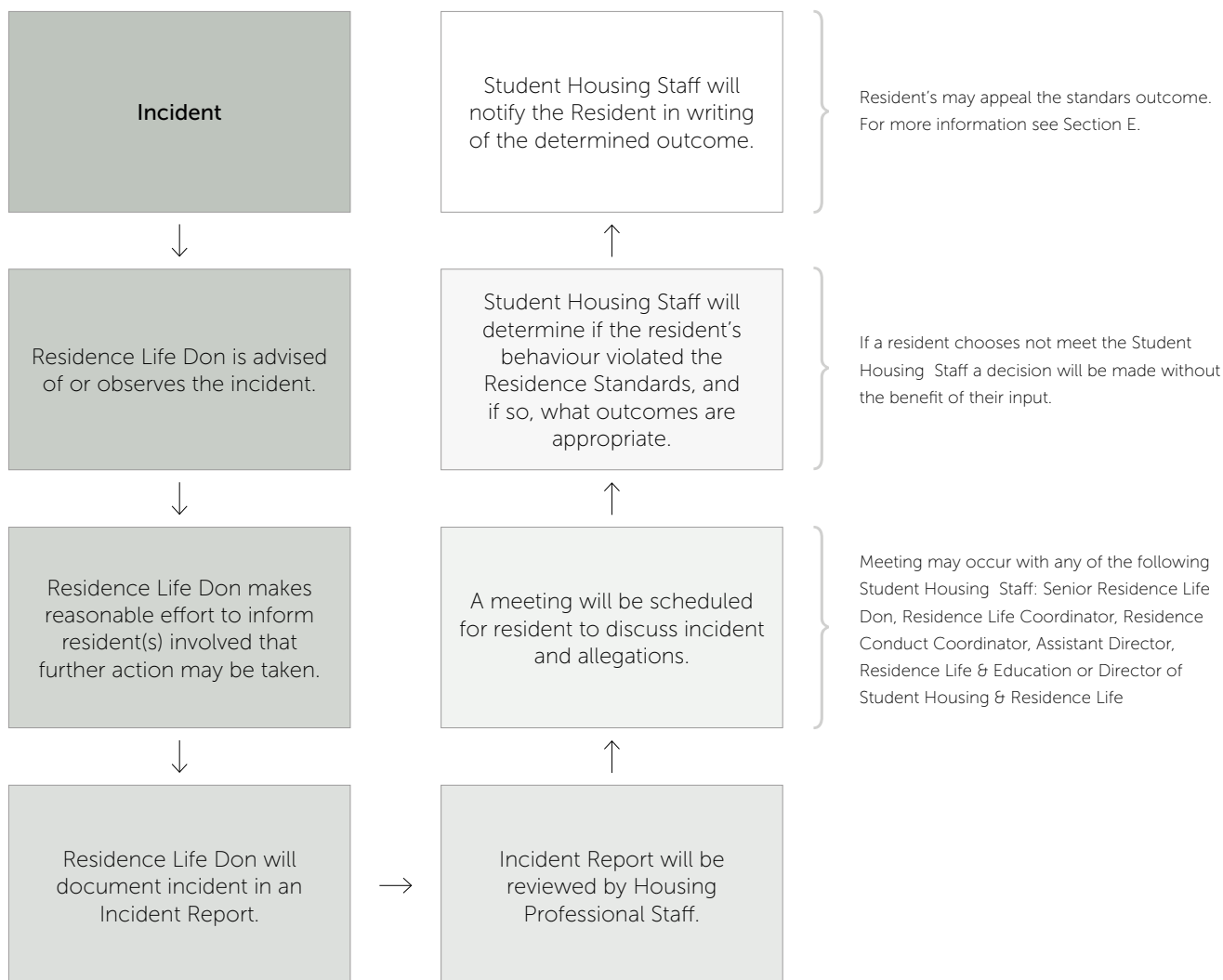
Definitions

Term	Descriptions
Meeting	The meeting between the Resident and Residence Life Coordinator, Residence Conduct & Support Coordinator and/or Residence Life Senior Don to discuss allegations in residence.
Incident Report	The form completed by the Student Housing staff member and/or other University staff that describes the situation, time, date, location, and parties involved and can be paper or on-line.
Allegation	The possible violation(s) of the Residence Standards as documented in an incident report. A Resident is identified in an incident report s involved in a possible violation is processed through the Community Support System.
Outcome(s)	The determined result for the Resident who is held accountable for a violation of the Residence Standards.

Follow-up

At every opportunity, Residence Life Dons will try to resolve conflict and address community incidents. Residence Life Dons will focus on the impact of the incident on the community, the potential for resolution and the probability of the Resident[s] learning from their choices. In these cases, resolution reached between the Resident[s] and Residence Life Don may be documented and kept in the Resident[s]' Student Housing file.

Residence Standards Violation Follow Up



Preponderance of Evidence

At each stage of decision-making under the Community Support System, the onus of establishing that there has been a violation of the Residence Standards shall be on the University, represented by Student Housing. Decisions will be based on a preponderance of evidence, meaning the evidence shows it is more likely than not that the alleged violation occurred.

Authority

In the event of questions or challenges related to the interpretation of the Residence Standards, the Assistant Director, Residence Life & Education or designate has the final authority to interpret the Residence Standards. Procedures have been developed to encourage appropriate, positive and productive behaviour and to work with Resident(s) to address behaviour that is inconsistent with the Residence Standards or which warrants an intervention in a situation of concern. The degree of seriousness and overall impact on the community will determine the level of consequences.

Outcomes

Residents may be required to complete or follow one or more of the outcomes(s) listed below as part of the conduct follow-up process. This process is intended to be educational and should also allow for the opportunity to repair harm or wrong doing that may have been caused to an individual and/or the community. Should a student be found responsible for engaging in prohibited conduct a number of factors (severity of behaviour, acceptance of responsibility, willingness to restore the relationship or situation, mitigating factors and cumulative or repeated behaviour) can contribute to the decision to impose one or multiple outcomes. The list below is not exhaustive other follow-up options may be used at the discretion of Residence Life staff

Educational Conversation

A dialogue with a residence staff member to foster understanding about the Residence Standards and the expectations of living in residence.

Warning

A warning is given to inform the Resident that a specific behaviour does not meet the minimum expectations for Residence living. This outcome takes the form of a written or verbal warning issued to a Resident. A warning is not imposed for a specific length of time.

Educational Assignment

An assigned activity, meeting, project or submission with the learning objective of engaging the resident in reflection and dialogue surrounding the issue(s) at hand. Examples include, but are not limited to: reflection essays, educational pamphlets, apology letters, and meeting with campus partners.

Community Services

An assigned community-focused activity or project that involves service and learning by the resident within residence, as a consequence of certain violations of the Residence Standards. Examples include, but are not limited to: community clean-up, organizing and running a program for the building/community, creating a pamphlet or media presentation for the community that is reflective of the students learning.

Conflict Mediation

Mediation may take place between two or more parties involved in specific violations of the Residence Standards. A member of Student Housing staff will serve as a 'mediator' to conduct the conversation toward a common resolution.

Restitution

Restitution is monetary reimbursement for actual damage to, destruction of, or misappropriation of University property, or property of any person while on University premises. It is not a fine.

Academic Hold on University Records

A hold may be placed on the records of Residents who do not complete their outcome(s) as dictated in their sanction letter. These Residents are not able to register and/or change classes until all disciplinary sanction(s) have been completed in their entirety.

Loss of Privileges

The resident may not be permitted specific privileges for a given time period or until behaviour has improved. This includes access to lounges or other residence halls and the ability to have guests.

Behaviour Contract

A formal document that the resident will agree to a contract, set by Student Housing Professional Staff that outlines specific conditions that must be followed for continued to live in residence.

Residence Relocation

Permanent Residence Relocation: A mandatory and permanent move from one residence to another may be required. The intent of Relocation is to allow the resident a fresh start in a new environment. Normally 24 hours are allowed to complete the Relocation; however, this time period may be shortened if warranted.

Short Term Residence Relocation: A mandatory and temporary move of a Resident from one residence to another. The intent of the relocation is to protect the rights of residents within the community while giving the resident an opportunity to continue contributing to the community following completion of an investigation or outcome. Normally 24 hours are allowed to complete the Short Term Residence Relocation; however, this time period may be shortened if warranted.

Probation

Substance Probation: A formal disciplinary status imposed for a specific period of time. A probation period during which alcohol and/or cannabis is not permitted to be consumed or possessed by the Resident in Residence, nor is the Resident permitted to be in Residence while under the influence of alcohol and/or cannabis

Residence Probation: A formal disciplinary status imposed for a specific period of time. An all-encompassing probation period during which further offences will likely lead to more severe sanctions

Termination of Residence Agreement

This outcome involves removal from the University Residence community and Termination of the Residence Agreement. Termination can result from individual offences of the Residence Standards and/ or Residence Agreement and may also result from less serious, but repeated offences. A Resident whose Agreement is terminated as an outcome must permanently vacate the Residence within 24 hours of being given the notification of their Meeting outcome(s) or the outcome(s) of an Appeal that results in Termination of Agreement. The time frame may be shortened if safety and/or community well-being are at immediate risk. Students removed from Residence must accept all financial penalties according to the Residence Standards and the Residence Agreement with reference to Agreements that are terminated for disciplinary reasons. Removals are permanent and preclude visitation in all Residences (unless noted otherwise) and possibly Dining Halls (see Restriction).

Restriction/Trespassing Notice

A formal action that results in a Resident's loss of visitation rights. Restricted Individuals are prohibited from entering a designated Residence(s), Dining Hall(s) or other specific areas. Violation(s) of Restriction will necessitate a citation for trespassing issued by local police, as well as possible recommendation for further disciplinary action from the University.

Referral of Case/File to Trent University Charter of Student Rights & Responsibilities or Alternate Offices

The resident's conduct record can be referred to the Trent University Charter of Student Rights & Responsibilities before, during or after an investigation if the situation warrants. This would occur in the case of a violation whose severity warrants consideration at the campus level, or a non-resolvable conflict of interest. Where the Residence Agreement has been terminated, any future violations that occur in Residence will be addressed through the Trent University Charter of Student Rights & Responsibilities in consultation with Student Housing .

The resident's conduct record may also be referred to Trent University Campus Security, Peterborough Police Services and/or other law enforcement agencies in cases of illegal activity.

Residence Eligibility

The resident who have been found responsible for two or more incidents in one academic year, as determined by the Student Housing through the Community Support System, may lose the right to reside in a Trent University Residence the following year.

Note:

- Outcomes may be applied to an entire community when the individual(s) involved cannot be identified.
- Student Housing maintains the right to impose Interim Measures upon a Resident(s) until the Community Support System process has been completed when there is significant risk associated with alleged behaviour of the Resident(s). The Interim Measures can be imposed by Student Housing Staff.

Section E - Appeal Process

Avenue of Appeal

Issues Outcome:	Appeal to:
Residence Life Don or Residence Life Senior Don	Residence Life Coordinator
Residence Life Coordinator	Residence Conduct & Support Coordinator
Residence Conduct & Support Coordinator	Assistant Director, Residence Life & Education or designate

Deadline for Appeal

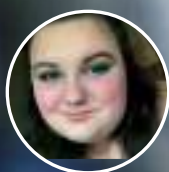
- An appeal of an outcome must be submitted within three (3) business days of receiving the outcome(s)

Process for Appeal

1. A resident may appeal an assigned outcome on at least one the following grounds:
 - a. New evidence has become available that was not reasonably available at the time of the Meeting, which supports the case of the Appellant.
 - b. The given sanction is too severe considering the offence involved. Note that any prior sanctions are considered when sanctions are issued.
 - c. The Community Support System process was not followed and this impacted the decision. Evidence supporting this must be provided when the appeal is submitted
 2. A resident must complete the appeal form found on the Trent University Portal under Student Housing . An appeal must never be submitted frivolously.
 3. An appeal will be heard by the appropriate Student Housing Staff. The reviewing staff member will review all documentation related to the incident(s) and may choose to call for questioning the Appellant, Student Housing Staff, witnesses and any other individuals involved in the incident. The person hearing the appeal may call the resident or any other person related to the case, for subsequent questioning and clarification.
- The resident is entitled to:
- o Reasonable notice of time, date and location of a meeting.
 - o Call on a reasonable number of witnesses to present evidence related to the appeal.
 - o Disclosure of evidence considered by the reviewing staff member when arriving at a decision.
 - o The decision on the appeal to be made within a reasonable amount of time and conveyed to the resident.
4. The reviewing staff member may find the resident accountable or not accountable for the violation this will result in the following actions:
 - a. Impose a new outcome or additional outcome(s)
 - b. Sustain the original outcome(s)
 - c. Reduce the outcome(s).
 5. The reviewing staff member will notify the Appellant of the result of the appeal in writing. The decision made on the appeal is final. The decision of the staff member reviewing the appeal is final. There are no further appeals beyond that level. In the Community Support System, appeals cannot be heard beyond the level of Assistant Director, Residence Life & Education.

Ombudsman

In the event that a resident is unsatisfied after having exhausted the procedures in the residence standards appeal process, they have the option of filing a complaint with the Ontario Ombudsman. The Ombudsman is an independent officer of the Ontario Legislature who investigates complaints from the public about Ontario government services (including universities), recommending improvements for governments, and resolving individual issues.



“Working at Student Housing is an incredibly welcoming and inclusive experience. I love being able to help students find their new home away from home!”

— Cierra Cherwaty Housing Admissions Assistant

IMPORTANT DATES

RESIDENCE DATES

September 3-4

Move-In

Thursday December 22

Residence Closes for the Winter Break

Saturday January 7

Residence Opens for the spring term

Monday April 24

Residence Closes for the Summer Break

PORTION OF THE UNIVERSITY SCHEDULE

Thursday September 8

Classes Begin

Monday October 10

Thanksgiving Holiday

Monday October 24

Reading Break Begins

Monday October 31

Classes resume after reading break

Wednesday December 7

Last day of class

Friday December 9

Examination Period Begins

Thursday December 22

Examination Period Ends

Monday January 9

Classes begin

Monday February 20

Family Day/Reading Break Begins

Monday February 27

Classes resume after reading break

Thursday April 6

Last day of class

Friday April 7

University Closed: Good Friday

Tuesday April 11

Examination Period Begins

Wednesday April 24

Examination Period Ends





COMMON TRENT ACRONYMS

RESIDENCE

LEC	Lady Eaton College
EANX	Lady Eaton Annex
OC	Otonabee College
OANX	Otonabee Annex
CC	Champlain College
ANX	Champlain Annex
GC	Gzowski College
GANX	Gzowski Annex
TUEFRT	Trent University Emergency First Response Team
RLC	Residence Life Coordinator
REC	Residence Education Coordinator
RLEA	Residence Life & Education Assistant
RCSC	Residence Conduct and Support Coordinator
RLD	Residence Life Don
SCA	Service Centre Assistant
HAA	Housing Admissions Assistant

UNIVERSITY DEPARTMENTS/ SERVICES

FM	Facilities Management
SAS	Student Accessibility Services
RO	Registrar's Office
OSA	Office of Student Affairs
AC	Athletics Centre
TI	Trent International Program
OSAP	Ontario Student Assistance Program
TWSP	Trent Work Study Program
	O-week Orientation Week
LLC	Living Learning Community
HOTR	Head of the Trent Rowing Regatta

CLUBS & GROUPS

TCSA	Trent Central Student Association
TBSA	Trent Business Students' Association
TGSA	Trent Graduate Students' Association
TISA	Trent International Student Association
CHUGS	Chemistry Undergraduate Society
BUGS	Biology Undergraduate Society
TUMS	Trent University Music Society
ASTC	Anne Shirley Theatre Company
EDUCAT	Education Undergraduate Community at Trent
TQC	Trent Queer Collective
TFNSA	Trent Fleming Nursing Student Association
MASCOT	Mathematics Society at Trent
JUST	Journal of Undergraduate Studies at Trent

DEGREE LINGO

B.A.	Bachelor of Arts
B.Sc.	Bachelor of Science
B.B.A.	Bachelor of Business Administration
B.A.S.	Bachelor of Arts and Science
B.Ed.	Bachelor of Education
B.S.W.	Bachelor of Social Work

TIMETABLE

Symons Campus

TSC	Trent Student Centre
LEC	Lecture
LAB	Laboratory
SEM	Seminar
TUT	Tutorial
WRK	Workshop
LEC	Lady Eaton College
	N = North, S = South
CCN, CCS, CCW	Champlain College
	N = North, S = South, W = West
ENW	Home to Gzowski College and the First People's House of Learning
OCA	Otonabee College – Academic
BL	Bata Library
CSB	Chemical Science Building
DNA	DNA Building
LHS	Life and Health Sciences (DNA Building)
ESC	Environmental Science Centre
SC	Science Complex
FCSF	Forensic Crime Scene Facility

Trill College (TC)

CH	Crawford House
WH	Wallis Hall
BG	Bagnani Hall
SH	Scott House

