



ST. HUGH'S COLLEGE, OXFORD

## **CHAPEL, MULTI-FAITH PRAYER AND QUIET ROOM, AND FAITH-RELATED FACILITIES POLICY**

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## Chapel, Multi-Faith Prayer and Quiet Room, and Faith-Related Facilities Policy

St Hugh's College's Governing Body emphasises that the principles of free expression, academic freedom, autonomy, confidentiality, privacy and equality of rights, according to law, provide the overarching context within which any policy of the College is to be implemented; and any duty imposed by regulation must be implemented in a manner that is proportionate and positively secures and protects those rights

### **Policy Statement**

St Hugh's College provides its students, staff, and registered visitors with a Chapel, and a Multi-Faith Prayer and Quiet Room, for prayers and faith-related activities. The College is committed to facilitating full and open access to these rooms for those wishing to make use of them. Use of the Chapel, and the Multi-Faith Prayer and Quiet Room, are subject to the terms and conditions set out in this policy.

### **Terms and Conditions of Use**

#### **1. Principles**

- 1.1 The Chapel, and the Multi-faith Prayer and Quiet Room, are each made available by the College for use as prayer and faith-related facilities for the benefit of all College staff, students, and registered visitors ('Authorised Users'):
- 1.2 The Chapel, and the Multi-Faith Prayer and Quiet Room, offer places of hospitality to people of all faiths and world views. Users are therefore asked to make use of these facilities in a spirit of sharing and mutual respect.

#### **2. Locations, Hours and Access**

- 2.1 The Chapel is central to the Main Building, on the first floor at the head of the stairs.
- 2.2 The Chapel is open day and night to provide space for quiet reflection and prayer, other than during advertised times during which public services or other events are in progress.
- 2.3 The Chapel is accessed via its main entrance door, located on the first floor at the head of the stairs in Main Building.
- 2.4 The Multi-faith Prayer and Quiet Room is located in No. 89 'The Lawns', is well-lit and ventilated by windows, with washing facilities adjacent.
- 2.5 The Multi-faith Prayer and Quiet Room is accessible day and night by activated key fob. Guidelines for using, and sharing the space with other users, are clearly displayed.

2.6 There are no time restrictions in place on the use of the Multi-faith Prayer and Quiet Room, as the Room is not in use for any public services.

3. Use of rooms

3.1 Authorised Users may change the layout of a room, with the permission of the Chaplain, but must return it to its original layout, tidy, and clean it before leaving.

3.2 Use of rooms must be lawful. Any issues or concerns around possible inappropriate use of the Chapel, or the Multi-faith Prayer and Quiet Room, (1.1, 1.2) should be reported promptly to the Chaplain.

4. External Speakers

4.1 The Chaplain has sole responsibility for the booking of external speakers for Chapel services.

4.2 Other St Hugh's College staff and affiliated student groups should declare their external speakers for public events with the St Hughs' College Conference Office, as per the published Freedom of Speech and Events Approval Policy.