

## The Haven Student Living Visitor Policy:

### Haven student living – Cork, Ireland

#### 1. Purpose

The purpose of this Visitor Policy is to ensure the safety, security, comfort, and wellbeing of all licensees while allowing reasonable access for visitors in a controlled and respectful manner.

#### 2. Definition of a Visitor

A **visitor** is any person who is not a registered licensee of [The Haven student Living] and who enters the building at the invitation of a licensee.

#### 3. General Visitor Rules

- Visitors are permitted **between 8:00 a.m. and 11:00 p.m. daily**, unless otherwise approved by management.
- All visitors must be **always accompanied by their host licensee**.
- Visitors must comply with all house rules, safety procedures, and staff instructions.
- The **licensee host is fully responsible** for their visitor's behaviour and any damage caused.

#### 4. Overnight Guests

- **Overnight guests are not permitted** unless prior written permission is granted by accommodation management.
- Any unauthorised overnight stay may result in disciplinary action, including fines or sanctions under the Licence to Reside.

#### 5. Visitor Limits

- A maximum of **[2-3] visitors per licensee** is permitted at any one time.

- Management reserves the right to restrict visitor numbers during busy periods, examinations, or for health and safety reasons.

## 6. Prohibited Conduct

Visitors must not:

- Cause noise, disturbance, or nuisance to other residents
- Access restricted areas (e.g., other licensees' bedrooms, staff-only areas)
- Remain in the building after permitted visiting hours
- Participate in parties, gatherings, or events not authorised by management

## 7. Security & Safety

- Visitors may be required to **sign in and out** at reception and provide valid photo ID.
- Licensees must not share key cards, fobs, or access codes with visitors.
- Management may refuse entry or request a visitor to leave if safety or community standards are at risk.

## 8. Breach of Policy

Failure to comply with this policy may result in:

- Warnings
- Fines or charges for additional security or cleaning
- Restriction or loss of visitor privileges
- Further action under the Licence to Reside, up to and including termination

## 9. Policy Review

Management reserves the right to amend this policy at any time. The most current version will be available from reception or the resident portal.