

## **Welcome to Wilson House**

Dear Future Resident,

Congratulations on gaining a place at Imperial College London! On behalf of the entire wardening team, I am writing to welcome you to Wilson House and to provide you with some important information about Wilson House before the moving-in day, Saturday September 28<sup>th</sup> 2019.

Wilson House is one of Imperial College's largest halls of residence, located in vibrant and bustling Paddington, housing around 400 students from all disciplines and various ethnicities. The hall comprises 22 extensively refurbished inter-connected Victorian period houses with a brand new, purpose built residential block to the rear. At Wilson, you will find a combination of single or twin standard and en-suite rooms, with access to shared kitchen and bathroom facilities. Each room has a telephone and internet access. Distributed among the houses are communal areas that you will all have access to: common rooms, TV rooms, games room, on-site launderette and meeting rooms. More information about the hall facilities can be found on our website, and in the welcome booklet you will receive on arrival. **Please take note that Imperial has a smoke-free policy, and to this effect, no smoking is allowed anywhere in Wilson or its premises.**

In addition to reception staff (8am – 6pm), an Imperial College wardening team, consisting of a warden, an assistant warden and 7 subwardens are in residence throughout the year to ensure Wilson is a suitable study environment and to create a safe and fun place to live for all residents. We are all members of staff or postgraduate students at Imperial College, and have a wealth of knowledge on the College and living in halls. We're here to help you throughout the year and act as one of your main points of contact for any welfare issues, as well as being the College authority for disciplinary matters occurring within halls. The team is also involved in organising numerous social activities for you, ably assisted by 20 hall seniors (undergraduate students who have been selected to live in halls another year), who live amongst you and help you settle in to college life.

We have a full schedule of events planned for the arrivals weekend and the first two weeks of term to help you meet other people from your hall. Many Wilson House events are free, and for those that are not, we have a Hall Activities Fund which we use to subsidise the cost of these events, so these will always cost you less than what we pay for them. These events will be advertised on our website closer to the moving in date and our Hall Seniors will also be on hand to chat with you about what we have planned once you arrive to Wilson House. There will also be an opportunity to buy an events pass, which will give you access to the paid Wilson events happening during the freshers' fortnight (all proceeds from events pass sales go to the Wilson Hall Activities Fund, which goes towards paying for the events themselves). The events pass will also be available for advance purchase via the Union Shop, and we suggest you buy before you arrive; details will be posted in the Facebook group (see below). We strongly encourage you to attend as many events as possible, where you will have your first opportunities to meet other residents and make friends in College!

### **Please note the following:**

**Upload your photo on Student eService:** Please upload your photo via your Student e-Service to complete your registration. You need to do this to receive your College ID upon arrival to your hall on move-in day. Your card will be your 'key' in and out of the hall. The College is unable to issue your College ID card without your photo upload.

**eHalls:** In addition to completing the 'Your Halls' eInduction via the College's Accommodation Hub (AccHub), **we also require you to register for Wilson House in eHalls** <https://ehalls.halls.imperial.ac.uk/>, a system that we use locally to prepare for your arrival and make life in halls easier for you. You are required to upload your photo on eHalls, for identification purposes within the hall. Be sure to print the arrivals document generated by eHalls after you complete the registration, **and bring it with you when you arrive to check-in** (as well as the Key Collection Pass you will have received after completing the 'Your Halls' eInduction) and receive your keys. The Information Card will have directions to the Hall and a stamp for your Health Centre Registration. If you are already registered with a GP in London, they can stamp the Card. Otherwise, you will need to register with a GP at the [Imperial College Health Centre](#) when you arrive.

**Arrivals Day:** You are expected to arrive on **Saturday, 28th September 2019, between 10:00 and 16:00**, when the wardening team, seniors and housekeeping will be available to hand out keys and help you find your room and orientate. In addition, this will allow you time to meet your fellow residents and to take advantage of the program of social activities organised by the wardening team starting from that very evening. If it is not possible to arrive before 4pm on the day, it is imperative that you let us know or you may risk losing your place in the hall. **If you are arriving by car, there will be limited parking available outside the hall; a maximum of 15 minutes to unload and with someone always by the car.** There may be alternative parking available in the surrounding streets, car parks and at the University where you can park for longer but will be subject to availability - [http://en.parkopedia.co.uk/parking/sussex\\_gardens/](http://en.parkopedia.co.uk/parking/sussex_gardens/). If you're arriving later, or on another day, please let us know immediately using the Wilson wardens email address provided at the start of this letter so we can make arrangements for you.

**Halls website:** Our web address is <http://wilson.halls.imperial.ac.uk>. Please bookmark this address now and check back mid-September to receive up-to-date information about the halls and events. We also have a Facebook group "**Wilson House 2019-2020**" that you can be part of and interact with your fellow residents and for information about event details and tickets. For other questions relating to bike storage, space in your bedroom, etc please also see our webpage.

**Duty mobile:** From 18:00 on weeknights until 08:00 the following morning, and for the entirety of the weekend (from 18:00 on Friday), a member of the wardening team will carry a mobile phone, which you may call should you need us in an emergency. The number is **07801 649400**.

There will be a **compulsory Welcome Talk** given by the warden on Saturday 28th September at 6.30pm in College. A lot of important information about halls and College will be disseminated during this talk which is why it is mandatory. Seniors and Wardens will lead you to the talk.

You will be required to read and accept the Hall Rules as part of your eHalls registration. However, in order to maintain a safe and appropriate environment for all residents, please bear in mind the following key rules: (1) ordinarily, anyone in the hall at any time must be either a resident or a resident's guest (residents are responsible for their guests at all times, and should a guest breach hall rules at any time, their resident host may be held responsible); (2) Guests are not allowed to stay overnight without prior registration (which should be done at least two days in advance) of the overnight guest by their resident host via eHalls, and guest registrations are subject to the approval of the Warden; (3) Any deliberate damage to the building or use of dangerous substances (including drugs) may result in removal from the hall, and the possibility of expulsion from College.

We wish you the very best at your time at Imperial and look forward to welcoming you to your new home for the next academic year here at Wilson House. See you soon!

Yours faithfully,



Dr Francesco Restuccia  
**Warden, Wilson House**