



## **TERMS OF USE OF THE STUDENT LOCKER ROOM**

### **Chapter 1**

#### **General provisions**

##### § 1

These regulations pertain to the terms of use of the student locker room, hereinafter referred to as „locker room”, located at level -1 of building C of the Antoni Jurasz University Hospital No. 1, hereinafter referred to as „Hospital”.

##### § 2

The locker room can only be used by students of Ludwik Rydygier Collegium Medicum in Bydgoszcz of the Nicolaus Copernicus University in Toruń, hereinafter referred to as “University”.

##### § 3

Students visiting departments, clinics, laboratories and other units located within the premises of the Hospital are obliged to leave their outer garments, shoes, bags, backpacks, umbrellas, etc. in the locker room.

##### § 4

Students who wish to use the locker room are obliged to purchase their personal padlocks with shackle thickness between 5 and 7.5 mm.

##### § 5

The locker room is unmonitored and unguarded.

### **Chapter 2**

#### **Terms of use**

##### § 6

Using the locker room is free of charge.

##### § 7

The locker room can only be used between 6.00 am and 9.30 pm, subject to § 14.

##### § 8

The University reserves the right to open unemptied lockers every day after 9.30 pm, subject to § 14. Lockers shall be opened by the Committee specified in chapter 4.

##### § 9

The locker room is equipped with self-service L-shaped clothing lockers. The lockers are designed to fit padlocks.

##### § 10

After placing their garments and other belongings in the locker, its user is obliged to lock it and keep the key with them. After finishing classes taking place in Hospital facilities, the user is obliged to empty the locker and leave it open.



#### § 11

It is forbidden to leave items that could be harmful to other users or their belongings in the locker room, particularly items that could damage or soil the room, as well as flammable, explosive and other potentially dangerous materials. Expensive items of high value also should not be left in the locker room.

#### § 12

Hospital and University administration does not take responsibility for items left in the locker room.

#### § 13

Any damage to the lockers or the fact of someone else's items left inside should immediately be notified to the receptionist of the Pharmacy Building (ul. Jurasza 2), phone: (+48) 52 585 35 37.

#### § 14

1. Students doing night shifts in departments situated within the University Hospital no. 1 are obliged to sign their names on the list located at the reception desk of the Pharmacy Building (ul. Jurasza 2), giving their full name, year and field of study and student ID card number. Having left their belongings in a locker, a night shift student is then obliged to call the receptionist (phone no.: (+48) 52 585 35 37) until no later than 9.00 pm and notify him of the number of locker used.
2. Upon finishing their night shift, the students are obliged to left the locker empty and open.

### Chapter 3

#### Damaging the lock or losing the key

#### § 15

A student who damaged the lock or lost the key to their padlock ought to notify the receptionist of the Pharmacy Building (ul. Jurasza 2), phone: (+48) 52 585 35 37.

#### § 16

In case of being unable to open the locker due to damaging the lock or losing the padlock key, a request to issue the items stored inside can be submitted to the receptionist of the Pharmacy Building (ul. Jurasza 2), who is authorised to open the locker in the presence of the person requesting and obliged to prepare a report, based on annex no. 1 to these terms of use, on issuing the person's belongings, including the time of issue, personal data of the recipient and description of items issued. The student requesting that their locker be opened shall not make any financial claims for damaging their padlock.

### Chapter 4

#### Opening lockers under committee supervision

#### § 17

Lockers are opened under committee supervision in case when they are not emptied before 9.30 pm. This does not apply to students doing night shifts, who notified the receptionist at the Pharmacy Building (ul. Jurasza 2) of this fact.



§ 18

The committee consists of at least two employees of CM Department of Administration and Maintenance.

§ 19

Every time a locker is opened under committee supervision, a report on the situation must be written in accordance with the template specified in annex no. 2 to these terms of use.

§ 20

Items removed from a locker are placed in a plastic bag tagged with the date and relevant locker number. One copy of the report is placed inside the bag.

§ 21

1. Deposited items can be reclaimed from the reception desk at the Pharmacy Building (ul. Jurasza 2) within 3 days. After this period, plastic bags with items removed from lockers are deposited with the manager of the CM Department of Administration and Maintenance for the next 30 days.
2. Failure to reclaim items deposited with the manager of the CM Department of Administration and Maintenance within the period specified in point 1 herein is tantamount to divesting oneself of the said items by abandonment.
3. Unreclaimed items shall be destroyed under committee supervision.

§ 22

Deposited items can be reclaimed from Monday to Friday between 7.00 am and 3.00 pm at ul. Jagiellońska 15, building F, room 71 (3rd floor), upon prior arrangement of the time of reclaiming items at (+48) 52 585 33 15.

§ 23

A person reclaiming deposited items is obliged to describe them and confirm their receipt in the report.

§ 24

An employee handing over the deposited items is obliged to confirm the identity of the person reclaiming them.

§ 25

Every student using the locker room is obliged to become familiar with these Terms of use and comply with its provisions. It is assumed that every student became familiar with these Terms of use and undertook to unconditionally comply with its provisions before leaving their belongings in the locker room.



**Annex no. 1** to the Terms of Use of the student locker room located at level -1 of building C of the Antoni Jurasz University Hospital no. 1

**Report on issuing belongings**

On ..... at ..... at the request of Ms/Mr .....,  
upon presenting student ID card no. ....  
due to damaging locker / losing the padlock key\*, clothing locker no. .... was opened and the following contents were issued:

- .....
- .....
- .....
- .....
- .....

Signature of the issuer

.....

Signature of the recipient

.....

\*cross out as applicable



**Annex no. 2** to the Terms of Use of the student locker room located at level -1 of building C of the Antoni Jurasz University Hospital no. 1

**1. Report on opening a locker under committee supervision**

On ..... at ..... the Committee composed of:

- 1) .....
- 2) .....

opened clothing locker no. .... and determined the following contents:

- .....
- .....
- .....
- .....
- .....

Signatures of Committee members:

- 1) .....
- 2) .....

**2. Report on issuing items from the deposit**

On ....., the contents of clothing locker no. ...., as specified in the locker opening report, were issued to Ms/Mr ....., upon presenting student ID card no. ....

Notes:

.....  
.....

Signature of the issuer

.....

Signature of the recipient

.....