

LES PROJECTS



Notice to all students. Rooms will be checked daily.



Please tidy up your room and pay special attention to the following points:

- No suitcases and empty boxes on the floor.
- Put your clothes away.
- No alcohol is permitted in the residential area.
- It is not allowed to smoke in the rooms.
- Make your bed correctly every morning.
- Desk must be tidy.
- All dirty laundry should be NEATLY put away.
- No items on the windowsill or outside window edge.
- There is to be NO SCHOOL CUTLERY, CROCKERY AND GLASSES taken to the rooms.
- It is not allowed to exchange furniture from room to room.
- There must be complete silence in the Residence between 23.00 hrs and 08.00 hrs.
- It is strictly forbidden to dirt the public areas of the Residence. Any failure to comply with this term will result in points being deducted to all resident students.
- Not respecting environmental issues in the residence (i.e. lights & A/C turned off)
- **Please note that a first incidence is penalised by 0.3 points deducted from behaviour. A second incidence is penalised by 0.5 points deducted from behaviour. A third incidence would result in expulsion from the Residence.**

Residence Important Information

- On arrival, please note any possible damages to the apartment and report them to Director of Residence (ynaranjo@lesroches.es).
- Your room is cleaned weekly. Your bed sheets are changed once a week by the housekeeping staff. Bedding can be changed by you out of this time. Please arrange with housekeeping staff.
- Keep your apartment tidy for the housekeeper to be able to clean.
- Student is responsible of washing the towels (2 bath towels, 2 hand towels and 1 bathmat). Student must return all the towels at the end of the semester in perfect conditions, clean and no damages.
- Please, switch off the lights and electric appliances before leaving your room.
- Please, Close and Lock the Doors When You Leave the Apartment.
- Please, recycle as much as possible using recycling facilities.
- Please, report any maintenance issues or work order at the reception desk or to Director of Residence (ynaranjo@lesroches.es).
- Wi-Fi access in your apartment.

116.3

For reasons of security, peace and quietness Les Roches Marbella resident students may enter each other's rooms only from 09:00 until 23:00.

This requirement also applies to students wishing to study or work together.

Students willing to study or work together outside of these hours may meet in the Student Club, informing previously to the night Security service.

116.4

For the same security reasons external student visitors, including no-resident students, family and friends, **CAN BE MET EXCLUSIVELY IN THE PUBLIC AREAS**, lounges and lobbies, from 9:00 to 23:00 hrs.

Therefore, their access in the residence area is strictly forbidden at all times, without the corresponding authorization of the Director of Residence or Student Services.

Given the serious security aspect of this Standard, **ANY VIOLATION MAY LEAD TO IMMEDIATE EXPULSION FROM THE SCHOOL'S RESIDENCE.**

POINTS WILL BE DEDUCTED AND ROOM WILL NOT BE CLEANED IF THESE RULES ARE NOT FOLLOWED.



Bus transfers

Les Roches Marbella provides pick-up service exclusively for students located in our **Off-Campus Residence** and in our **Satellite Residence**. You must be at the bus stop 5 minutes prior to the arrival of the bus.

Timetable*

*Improper use of this service will lead to consequent discipline measures.

Pick up from 07:00 to 09:00

Pick up from 12:30 to 13:00

Pick up from 16:30 to 18:00

Dinner for students with Full Board from 19:00 to 20:00

Weekends: Brunch from 10:30 to 12:00

Sustainability in the Residence

Practicing sustainable living during your years at Les Roches Marbella is essential to reduce your impact on the environment. Here is an environment best practice guide for students who live both on-campus and off-campus:

Recycle!

Turn off the lights when you leave your room.

Use your own coffee mug to avoid unnecessary waste.

Use the hand dryer to avoid creating paper towel waste.

Carry a reusable water bottle.

Turn off the water while brushing your teeth.

Buy recycled content notebooks, tissues and other paper products.

Unplug electronics (hair dryer, chargers, coffee maker...) when not in use. They continue to consume energy though they're not plugged in!

Donate your old clothes and unwanted items instead of throwing them out.

Turn off your computer at night or run it in sleep mode instead of using a screensaver when not in use.

Shower in 5 minutes or less! Remember that 1 minute of shower time equals 12 liters of water.

How long does it take to decompose?

Paper towel	2-4 weeks	Cotton glove	3 months	Tinned steel cans	50 years
Banana peel	3-4 weeks	Orange peel	6 months	Plastic cups	50 years
Paper bag	1 month	Playwood	1-3 years	Rubber soles	50-80 years
Newspaper	1.5 months	Wool sock	1-5 years	Plastic containers	50-80 years
Apple core	2 months	Milk carton	5 years	Aluminum cans	200-500 years
Cardboard	2 months	Cigarette butts	10-12 years	Plastic bottles	450 years

Thank you
for your cooperation

Yolanda Naranjo
Director of Residence

Les Bouches