



# ECSU Freshers' Guide 2024



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## FRESHERS' WEEK

### 1. Introduction

Welcome to your Freshers' Guide! We are very excited to welcome you to Emmanuel College. This guide is written to help you prepare for the first part of your uni experience, and give you lots of essential information to do with the first few weeks of term, and beyond. We really hope you find it helpful!

If you are viewing it digitally, and are looking for a specific piece of information but do not want to scroll through the whole document again, just click on the relevant subheading and you will be redirected to that section.

We highly recommend you get Facebook if you have not already, as this is the main way we will keep in contact with you all and let you know what is going on. There is an Emma Freshers 2024 Facebook page and a group chat to keep in contact with all of you. Message any of us (the Freps, see below) at [freps@ecs.u.ac.uk](mailto:freps@ecs.u.ac.uk). If you are on Instagram, follow [@emmafreshers2024](https://www.instagram.com/emmafreshers2024) in the run-up to and during Freshers' Week itself for all the action.

### 2. Who We Are

Hello hello and welcome to Emma!! We are your Fresher Reps (Freps) and we are here to help in any way you might need. We're all second years so we remember very clearly what it's like to be a fresher. Please don't hesitate to contact us if you have any problems or questions! We have organised a whole host of fun events to make your Freshers' Week as special as possible.

- **Katie:** Hi! My name is Katie (she/her), I'm from Dorset and I study History & Russian.
- **Lowenna:** Hey! My name is Lowenna (she/her), I'm from Stroud and I study HSPS.
- **Sara:** Hello! My name is Sara (she/her), I'm from South Wales and I study English.
- **Annie:** My name is Annie (she/her), I'm from Essex and I study Law.
- **Sophia:** I'm Sophia (she/her) and I'm so excited to help you all settle into Emma life! I study History and Spanish and I'm from O\*ford (I switched sides!).

### 3. Freshers' Week: What to Expect

Emma has a fairly packed Freshers' Week schedule. Don't be worried if it appears full-on at first, we find that it works really well as it means that there's always something going on and there are loads of opportunities to meet new people - so you're unlikely to sit around missing home. Not all of the activities are compulsory, but we would strongly encourage you to join in and make the most of Cambridge before your work starts!

Most of the events we arrange take place in college and are free of charge for you. Club tickets will be sold separately by the Freps once you arrive in college. You should have received a copy of the Freshers' Week timetable along with this guide; additional information can also be found on the Freshers' section of the [Emmanuel College Student Union website](#) (have a look under the prospective students tab!).

#### 4. College Parents

By now, you will have been assigned College Parents, students from Emma in their 3rd or 4th year. They are there to meet you when you arrive and help you unload your things, show you around during the first week, particularly in your first term, help with any questions or problems you may have. They may have already contacted you to introduce themselves and answer any queries you might have about starting at Emma, but if you haven't heard from your college parents by mid-September, drop Matthew (the Vice-President of Emma's student union) an email ([vicepresident@ecsu.org.uk](mailto:vicepresident@ecsu.org.uk)), or one of us ([freps@ecsu.org.uk](mailto:freps@ecsu.org.uk)) and we'll give them a nudge.

Your college parents will have 3 or 4 college children, which means that you will have 'College siblings': other first years from different subjects who are in exactly the same position as you.

During Freshers' Week, as a family, you'll take a tour of both Emma and Cambridge, eat dinner together, and also attend your first Cambridge Freshers' 'formal' together. This will mean that you get to meet other students straight away and start to find your feet.

#### 5. What to Bring

##### a. Essential Items

- National Insurance number (if you've got one)
- NHS number (if you've got one) and Red Book (all your vaccination dates)
- Bank account details
- Student loan details
- Passport/any other ID such as a driving licence etc.
- Sheets, duvet covers and pillowcases (two sets, so that you can wash one and use the other!).

Alternatively, you can order your college bedding package (a charge of £15 will be added to your College account) this includes a single sheet, single quilt cover and pillowcase. If you wish for these items to be provided by College, prior to your arrival or once you have moved into your room, you can [contact the helpdesk](#). Click on Add New Request, fill in the details required, choose Household as Job type and lastly click on Add Job on the left-hand side corner of the tab.

##### b. Useful Items

- Items to personalise your room: throws, blankets, rugs, cushions, photos, posters or pot plants
- A multi-socket fused extension lead (the long plank ones: the cube ones are banned and will be confiscated if seen!)
- A diary (you'll have dates and times coming out of your ears once you arrive)
- Cooking utensils (bearing in mind that some gyp rooms only have pretty limited facilities, i.e. a microwave and sink). It might be worth waiting until after you arrive to see if you need to buy a toaster, kettle, or you may end up with 10 of each in your staircase gyp room!

- Cutlery, plates, glasses, mugs etc.
- Coat hangers
- Towels
- Tea, coffee and biscuits
- An umbrella and waterproofs

#### **c. What Not to Bring**

- Light bulbs
- Door stops
- Mains powered fairy lights, lava lamps, plug-in air fresheners, paper lampshades
- Candles or anything else likely to set your room on fire.

#### **d. Formal Clothes**

Another essential is your formal wear. You will need this for Formal Halls, Matriculation and May Ball (it should be noted that Formal Hall clothing is slightly more casual than the latter two. You can just wear a shirt and smart trousers, or any nice dress). However, for Matriculation there is a set dress code and you must wear one of the following:

- Gown and a plain dark suit with a tie, a white shirt, and black shoes
- Gown and a plain dark dress, or suit with skirt or trousers with a white blouse and black shoes

Please wear whatever combination of the above you feel most comfortable in. Non-binary students can wear a gown and plain dark clothes that could be a combination of the above (talk to our LGBT+ Officers, Dani and Astrid) at [lgbt@ecsu.org.uk](mailto:lgbt@ecsu.org.uk) if you want any advice.

#### **e. Gowns**

For Matriculation and Formal Halls, you will need an Emmanuel undergraduate gown. You will purchase these in freshers' week accompanied by your college parents. You can visit Ede & Ravenscroft who will sell you a new one for about £55. Ryder & Amies stock slightly cheaper gowns at £40. Your College Parents will help you find these places when you go on a tour of the city in your first week. Make sure you ask for an Emmanuel gown - every college has its own unique design! There are usually some second-hand gowns for sale in the Porters' Lodge at the start of term additionally.

#### **f. Other Information**

If anything in your room is broken or goes wrong, such as a lightbulb going out or problems with the heating, please file a maintenance request in the [online maintenance book](#) and it will soon be sorted out.

### **6. Getting Here**

#### **a. Getting to the City Centre by car**

First of all, you need to get yourself onto the inner ring road and then follow the signs to the Regent Zone (Cambridge is split up into 'zones' which are well signposted from this inner ring road). You will then need to leave the ring road at Regent Street. The University Map

website might be helpful at this stage (do a search for Emmanuel College): [cam.ac.uk/map](http://cam.ac.uk/map). Be wary of the advice offered by route planning software; they often do not appreciate the Cambridge one-way system.

## **b. Parking on Arrival**

### **i. Finding where to go**

First of all, find out where you need to go; take a look at the [map of Emma](#) to find out where your room is, and choose the appropriate car park. You can also refer to the '[College Direction and Access Postcard](#)' for information about how to get to Emma on move-in day. There should be friendly ECSU people waving their arms madly to ensure you do not miss the turnings to the car parks. The entrances to the car parks are indicated by blue arrows on the map.

### **ii. If you're living in Old South Court and New South Court:**

The Library parking area is accessible via the Hostel gate. This is where you should park if your room is in Old South Court or New South Court. ECSU people will point you in the right direction once you actually arrive at the gate and upon exit (Dean's Gate).

To get to the Library parking area by car you must travel via Park Terrace or Parkside, then via Parker Street, the Hostel gate is on Parker Street on the left. Directions for Park Terrace are, drive north up Regent Street and then take a right turn down Park Terrace, which is a one-way street and just past the University Arms Hotel (please take note of the road signs on Regent Street, otherwise you may well get a ticket!!). Turn left at the traffic lights on Park Terrace into Parker Street. The Hostel gate is located on the left. ECSU people will point you in the right direction to the designated slots where luggage can be dropped off. Please limit what you bring, to enable a quick turnaround of cars, no parking will be available in College.

### **iii. If you're living in North Court:**

To gain access to North Court by car you must travel via Park Terrace or Parkside, then via Parker Street to Emmanuel Street (which is one-way from the direction of the Bus Station to St Andrew's Street). There is an 'access only' sign at the end of Parker Street, but since you will be going beyond it to gain access to North Court, you are permitted to drive there. The entrance gate, which leads directly into North Court, is on the right (before the row of shops). ECSU people will point you in the right direction once you actually arrive at the gate and upon exit. There will be designated luggage drop-off slots outside Z staircase. Please limit what you bring, to enable a quick turnaround of cars, no parking will be available in North Court.

### **iv. General Information**

If your parents want to stay for longer, there are plenty of public car parks around Cambridge that they can use, after you have unloaded the car. If you encounter any problems with parking or the gates, call the Porters (01223 334200). Scan the QR code for information about car parks local to the College.



#### **v. By Coach**

National Express ([www.nationalexpress.com](http://www.nationalexpress.com)) serves Cambridge from a number of cities across the UK. There is also a service from Oxford (change Bus in Bedford) [provided by Stagecoach](#). The coach bays are located on Parkside next to Parker's Piece so it is easily within walking distance of the College.

#### **vi. By Rail**

The railway station is 1 mile (20+ minute walk, especially with bags) away from College. There are buses that run from the train station every 10 minutes, just take any bus that states 'City Centre'. If you have a lot of luggage, it might be easier to get a taxi or an Uber, which will cost around £5, not including tip. There is a taxi rank right outside the station.

#### **vii. By Air**

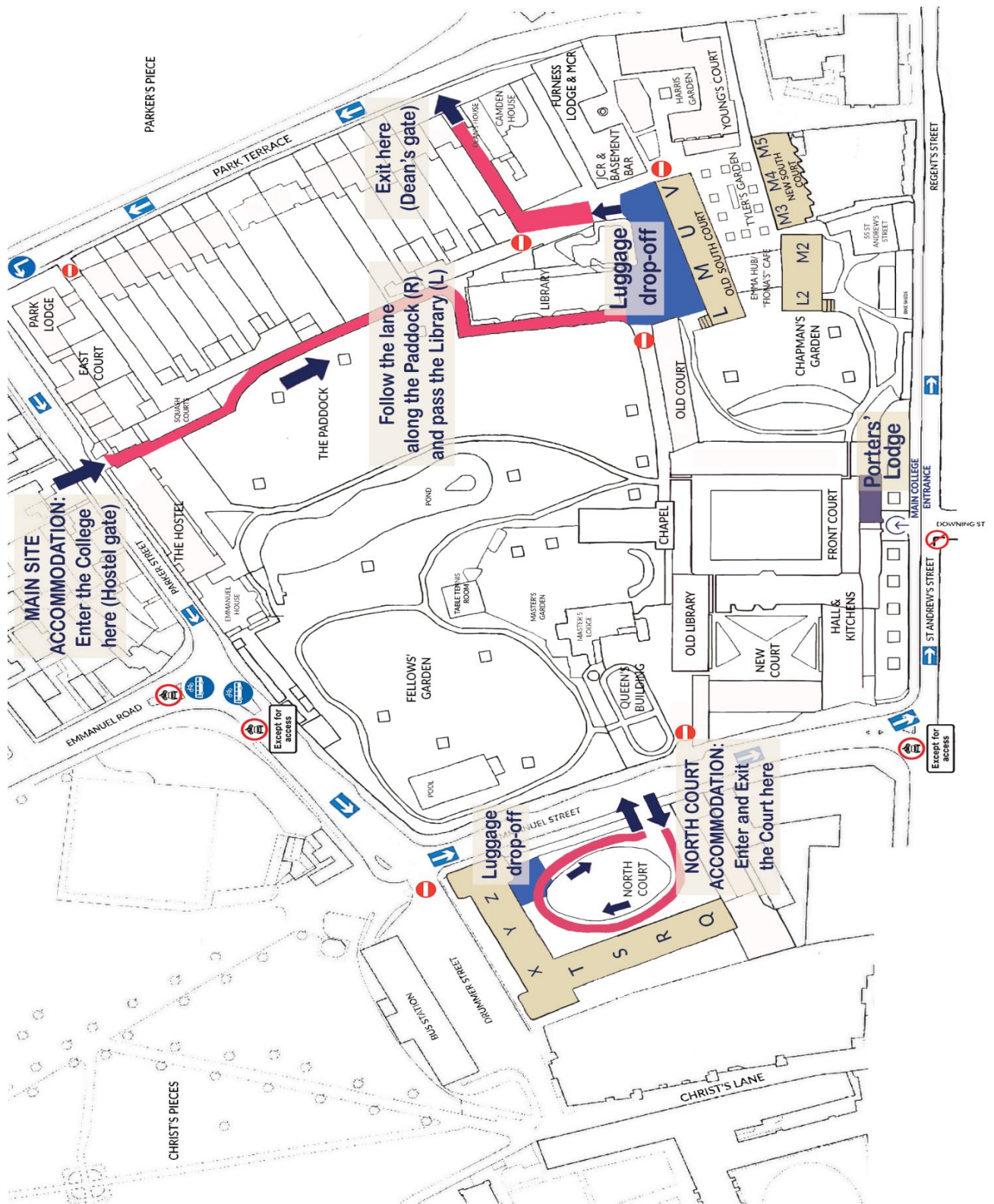
If you are flying to England, then you will want to aim for a London Airport. Stansted Airport is particularly close by; from there you can get a train or coach to Cambridge. It is well served by low cost carriers such as EasyJet and Ryanair, so is a good option if you are coming from the UK or Europe. If you are flying to Heathrow or Gatwick, your journey will be longer and involve travelling across London with your bags.

The ECSU international reps, Cameron and Keith, are happy to answer any questions you may have about travel from further afield ([internationalsofficer@ecsu.org.uk](mailto:internationalsofficer@ecsu.org.uk)).

### **7. Map of Emma**

The blue arrows indicate the entrances and exits, by car to the College. You must report to the Porters' Lodge upon arrival (marked in blue & purple)

Remember, there will always be friendly people on hand and happy to help if you get lost so don't worry too much.



## 8. When You Arrive

The college map here will help you find your way to the Porters' Lodge, which will be the only entrance you can use before you have collected your CamCard (University card).

### **a. If you're arriving on Friday**

When you arrive on the Friday, make your way to Front Court. The Freshers' Reps Sophia, Katie, Annie, Lowenna and Sara will welcome you and help you get your room key from the Porters' Lodge. Your College Parents will also be there to take you to your room, help unload your bags and make sure you have everything you need.

### **b. If you're arriving before Friday**

If you need to arrive before **Friday**, please seek permission from the Senior Tutor and the Bursar via the Tutorial Office (by completing an [online request](#) by 18 September, further details can be found within the link). Once the arrangements are confirmed by the College, be sure to let your college parents know of your earlier arrival. For international students, there is a timetable of events running from Wednesday-Friday in the International Freshers' Guide to keep you busy! Those who are arriving on Thursday are invited to join the international freshers for a games/movie night on that evening.

### **c. If it all goes wrong**

If there is no one around when you arrive, go straight to the Porters' Lodge, where you will be sorted out in no time at all! The College map will help you find your way if you are stuck.

## **9. Accommodation**

Emmanuel's first year accommodation is situated in North Court, Old South Court and New South Court. The occupants of Old South Court and New South Court are predominantly first years, whereas in North Court there is a mix of years.

Student rooms are fully furnished. An inventory for a typical room is as follows, although precise provision depends on room size etc: bed and mattress, mattress protector, quilt and pillow, desk, carpet or rug, internet (wired and wireless), desk light, shelves, wardrobe, chest of drawers, mini fridge and chair. If you are missing something, let Miles Peacock (ECSU Buildings and Services Officer) know at [buildingsandservices@ecsuo.org.uk](mailto:buildingsandservices@ecsuo.org.uk) and he will put it right.

On average there is a shower per 5-6 students for shared bathrooms while New South rooms are ensuite. There is a gyp room (small kitchen) with a sink and microwave on every staircase. It is important to emphasise that College accommodation is provided as part of a package which includes access to Hall, cafeteria and the meals provided by the College kitchens. On that basis, the accommodation does not include full kitchens on each staircase or in each house, but instead gyp rooms are provided. Gyp rooms include very limited cooking facilities, often only a microwave oven (although hobs are present in New South and North Court) and are intended for the preparation of light snacks only – not full self-catering.

At the end of each term the room must be vacated, and all property must be removed from the room. You can find more information about your room, along with some photos, on the [ECSU Room Database](#).

## **10. Insurance**

ECSU and the College have negotiated an [insurance package](#) for everyone in College accommodation at Emmanuel.

This means that you probably will not need to take out your own insurance policy for things in your room and your bike. It's included within the room rent on your College bill and is only charged whilst you are in residence. The policy documents can be found on the [Emmanuel College website](#).

The policy covers most things a student might bring to University. That said, the policy does not cover any musical instruments, expensive bikes or camping equipment (or livestock, but we don't think that will be an issue). However, when you get here you can pay for 'add-ons' to the policy to cover things like that. Information on how to make a claim, along with the small print of the policy, can also be found on the College website.

It's worth noting that the insurance is not optional, so even if you do take out your own policy, you will still have to pay for this one.

## **11. Getting Online**

### **a. 'Raven' & Email**

You will receive a 'Raven' username and password, which can be used to gain access to various 'Cambridge only' and 'Emma only' websites and resources. This will also be used to log into 'Moodle', which is the main website where all the materials for your course will be stored.

All students at Cambridge are also provided with a @cam.ac.uk email address and a CRSid. Most of the communication between you, the College, your Supervisors, societies, and other people in the University is done by email. It is possible to get email to your @cam address redirected to another address if that suits you better, but we'd recommend against this as some supervisors strongly prefer you to send them any email via a @cam address.

### **b. Eduroam**

There is university-wide internet connection called Eduroam. To connect your devices to it you will need to create individual token codes and passwords for each device, which can be a bit complicated but it will also be explained in a session during Freshers' Week (and the Freps will run a drop-in session to help you out!).

The University's [wireless services website](#) contains all the information you need to get started with this. Do not hesitate to ask any older student for a hand if you get stuck though. There is also a Wi-Fi for guests staying at Emma, and the UniofCam-Guest Wi-Fi in some parts of the college that can be accessed using an email address or social media account.

## COLLEGE LIFE

### 1. College Facilities (laundry, room bookings, etc.)

#### a. Laundry

Emma is unique (and is the source of much envy) in that it has a free laundry service that will wash and dry one 4.5kg bag of clothes a week for free. It all gets washed at 30°C so you may want to do some washing of delicates separately, in which case you will need to bring washing powder or tablets to use in the self-service washing machines. The laundry all gets washed in East Court. Please drop off, only Monday to Wednesday between the hours of 7am-12pm (this gives the team long enough to get the bags done for the week) and collection only after 3pm. During these hours you can buy (and keep) a laundry bag to take and collect your load in (£15 will be charged to your college bill). Your name must be written on the label of your laundry bag. You can of course use your own laundry bag to do this, but be aware that clothes in baskets or pop-ups will not be taken in. A sign-up sheet will be placed inside the laundry room to sign up for bags and log the allowed one 4.5kg bag of clothes a week.

#### b. DIY Laundry

Two industrial washing machines and two tumble dryers are available in North Court Cloisters and can be booked at the Porter's Lodge. These machines are free to use, but you need to supply your own washing powder/liquid. These machines are fairly popular, so you can book up to three days in advance. There are ironing boards in the North Court Cloisters laundry and steam irons located in the Hostel basement.

#### c. Gyp Rooms

College expect that you will get most of your meals from Hall, so the self catering facilities are fairly basic; gyp room facilities usually comprise a sink, hob (except in Old South) and microwave, but no oven. Gyp rooms are really intended for the preparation of snacks, and so cooking a proper meal can be a challenge, but it's certainly possible if you get creative! Your room will have a small fridge, sometimes with a small freezer compartment. Please make sure your washing up is done on a regular basis and kitchen surfaces are kept clear and accessible for cleaning.

#### d. 'Bedders'

Bedders are something of a Cambridge tradition, and despite their name (short for 'bedmakers') they no longer change your sheets for you. They will, however, Hoover and dust your rooms weekly, if you don't want them in, remember to leave a note on your door, empty your bin and make sure the bathrooms, toilets and kitchen all stay tidy. They are also very friendly, which is remarkably rare so early in the morning, and it is definitely worth getting to know them personally, as you will be spending a lot of time around each other.

Donna Bass, Head of Housekeeping for the entire College, is in charge of the bedders. If you have any problems with your room or Bedder, the Housekeeper's office is at the bottom of K staircase in the Hostel. Occasionally they may visit you if your Bedder has made

complaints about the disgusting state of your room, so it's in your interest to keep at least some of the carpet visible beneath your dirty clothes!

#### **e. Bar**

The Bar is run by student Bar Managers, selling a wide range of draught and bottled beers, a selection of wines and spirits along with soft drinks, crisps and sweets. The bar itself is open every evening from 8:30pm-11pm, and the prices are almost certainly some of the lowest in Cambridge!

Important to note you can only pay by card (not your CamCard though). Anyone can work behind the bar — once they have been trained and completed their payroll form — by signing up for shifts online through the rota sent out by email. Although these jobs are moderately paid, they are a lot of fun (as evidenced by how quickly the shifts are usually filled) and any extra cash is always welcome when you're a student. Message Flo and Kell (the Bar Managers) @emmabar84 so you are added to the mailing list, and look out for The Bar being represented at the Emma Freshers' Fair!

#### **f. ECSU Shop**

The shop is open during mealtimes and is staffed by ECSU Committee. It sells sweets, stationery, toiletries & a variety of other bits & pieces you might need — all of which can be paid for on your College Bill. It also sells personal attack alarms for the low price of £1.

You can also borrow one of the two airbeds in case you have a friend staying (see Domestic Matters and the [Visitor Registration](#) for further guidance on friend/guests staying). You usually need to book the airbed in advance; you can do this through the Porter's Lodge. Rental per airbed costs £2 that is later donated to charity, and will be added to your college bill.

If you have any suggestions as to what should be stocked in the ECSU Shop, email Ebun Bello at [shop@ecsus.org.uk](mailto:shop@ecsus.org.uk).

#### **g. Library**



We are very lucky to have such a fantastic facility — it is an extremely popular place to work. Your library tour in the first week will show you how to find and borrow books with your university card and also explain the rules.

The Library should have most of the books you need; if not, you can ask your Director of Studies, who will normally be able to persuade the librarians to order the books you want.

Alternatively you can fill in the [recommend a book for purchase](#) online form, or hunt for them in one of Cambridge's many libraries (including the University Library which has a copy of every book ever published in the English language!).

The Library houses a multi-function printing device and scanner. You can pay for it on your College bill by using your CamCard. Photocopies A4 size cost 4p per black & white sheet or 20p for colour. The Library is open 24 hours a day, 7 days a week, except for the period

between Christmas and the New Year when the College is closed. The [Emmanuel College Library Student Guide](#) is also available on the Freshers' Pack website.

#### **h. JCR**

The JCR is a room in the Queen's Building with comfy sofas, a PlayStation and a DVD player. It can be accessed at any time, by any undergraduate, by scanning their CamCard on the door. It is a multi-purpose room that can be used for anything, but its main function is providing an ideal place to relax and chill with friends, especially if you would rather not go to the bar. However, no hot food or alcoholic drinks can be consumed there, so if that is what you want, do head to the bar instead!

#### **i. Reflection Room**

The Reflection Room is a multi-faith prayer and reflection room situated in Emmanuel House next to the Hostel, making Emma one of the few colleges with both a Chapel and a multi-faith room.

#### **j. Post Room (Pidges)**

Every student has a pigeonhole (pidge) for all your post. Larger parcels are collected from the Porters' Lodge (you will receive an email if there is anything you need to pick up). Amazon parcels are collected from the cupboard opposite the pidge room. If you need to pidge anything to a member of staff (e.g. some supervision work), their pidges are located in the Porters' Lodge. You will need to tell the Porters the name of the staff member and then they will pidge it for you to the correct person.

Post does not require your room number or staircase, simply: Your Name, Emmanuel College, St Andrew's Street, Cambridge CB2 3AP. You will also get bombarded with fliers advertising events coming up in Cambridge. The pigeonhole room has notices for College events and posters advertising just about everything from plays to jobs to bikes. As organised by the Emma Green Ducks Society, you can get a green dot sticker from the envelope in the pidge room to indicate no flyering/spam if you don't want too many trees cut down and relocated to your pidge!

#### **k. Room Hire**

Members of the College can enquire about booking a room for events, functions, meetings and rehearsals by accessing the internal [online booking form](#), using their Raven password.

There are four practice rooms available to everyone, the Greenwood Room (ground floor of Queens Building), Music Room 1, Music Room 2 and the Yates and Roon Music Room (first floor of Furness Lodge). All of the rooms have pianos and the Yates and Roon room has a baby grand and drum kit. All of these rooms can be booked via the CASC booking system – [online booking](#) and the keys can be signed out from the Plodge. There are also two grand pianos, a harpsichord and the organ in Chapel; for permission to play any of these, contact the Director of Music. No amplified practice is allowed in your room. More information may be found on the [ECMS website](#).

## **I. Student Trolley**

Should you have the need to carry lots of heavy equipment around College, there is a trolley available for students to use. Sign out the key from the Porters' Lodge — the trolley is kept in the South Court bike sheds.

## **m. The Hub/Fiona's**

The Hub (or 'Fiona's' after the previous master of Emma) is a newly opened coffee shop in between the two halves of Old South, the main freshers' accommodation. It serves coffee and tea for lower prices than you will find on the high street, and a variety of snacks. It is a great place to work if you need a group study space, or if you work better with a bit of background noise, or if the library just is not for you! It is also a lovely place to just relax and have a drink when you are on a study break. Only food purchased from Fiona's should be eaten there - so please do not take meals from the cafeteria/hall.

## **2. Food**

### **a. Basics**



College food at Emma is eaten in Hall, where you can have breakfast, lunch and dinner. It serves hot food, salads and sandwiches. The food you buy in Hall and from the vending machine is charged to your College Bill using your CamCard, which you have to bring with you to be served. Meals with a side and veg are typically £5.50 for meat options and around £4.00 for vegetarian options.

Hall is often described as one of the best things about College life - it's really sociable and quite specific to Cambridge. There is something very special about eating brunch and reading a newspaper (or ROAR) on the long tables with your friends after a Sunday lie-in. If you have any feedback about Hall, please email the Buildings and Services Officer, Tom Moran (he/him), at [buildingsandservices@ecsu.org.uk](mailto:buildingsandservices@ecsu.org.uk)

### **b. Mealtimes**

- Breakfast: Monday-Saturday, 8.15am-9.15am
- Lunch: Monday-Friday, 12.15pm-1.30pm, Saturday 12.15pm-1.15pm
- Brunch: Sunday, 10.30am - 12.30pm
- Dinner: All week, 5.45pm-7pm
- Formal Hall: Every day except Wednesday, 7.30pm (You don't go every day! You just book when you'd like to go)

### **c. Formal Hall**

Formal Hall, which has to be booked in advance online at </meals/Default.aspx> (log in via Raven), is held every evening except Wednesday and starts promptly at 7.30pm (although aim to arrive by 7:15pm latest). Formal Hall is a gown and waiter service affair and fun opportunity to dress up and feel a bit fancier. Most people go a few times a term (often for someone's birthday), and clubs and societies often organise



specific themed ones. Sundays are especially nice as grace is usually sung by the choir at the end of the meal.

### **3. Computers**

#### **a. Getting Connected**

All fresher rooms have wired sockets, and all are covered by the wireless network. The cost of being connected, including all usage, is included in your rent. During your first week, there will be a talk by Mahsa Naraghi from Information Services in which they will explain everything. Crucially:

- Computers connected to the College Network must be running a supported operating system. These include Windows 10/11, Apple MacOS and Linux that are still receiving security upgrades.
- If you are planning to bring your own printer, please note that you will have to turn its Wi-Fi off as this can cause significant interference with the wireless system in the College. Please bring a USB cable and connect it directly to your computer.
- If you are likely to have difficulty in meeting the cost of an upgrade, you should contact the ECSU Computing and Communications Officer in confidence, who may be able to help. Rohan Agarwal (he/him) and Luka Pivovarsky (he/him) can be reached at [communications@ecsu.org.uk](mailto:communications@ecsu.org.uk)

#### **b. Microsoft 365**

Emma is part of a University-organised scheme that allows all of its students to use Microsoft 365 (Word, Excel, Outlook, OneDrive, Teams and PowerPoint etc.) for free whilst they are taking courses at Cambridge. Please do not worry about buying licenses for these programs before you arrive!

#### **c. New Purchase**

If you are considering purchasing a new tablet/iPad etc for college, please note that the University Inspira software (which is an exam platform) does not run on Google Chromebooks, virtual machines, machines running Linux, tablets. Note: not all exams and not for all subjects run on Inspira.

#### **d. Student Computer Rooms**

There are computer rooms in College, which are normally open 24 hours a day, equipped with PCs, laser printers, scanners and photocopiers.

They are located in the library and also the Robert Samson Room in 55 St Andrew's Street (just off Chapman's Garden in college, despite the odd address).

### **4. Being Green at Emma**

- Recycling: Every student should have two bins in their room – counter intuitively, the green one is for general rubbish and the silver one (in some rooms blue plastic bins) for mixed recycling. They should all have stickers on them detailing what can and cannot be recycled. There is also a small box in the

pidge room for recycling batteries. Whether you have a recycling bin in your kitchen or not depends on the size of the kitchen. If not, please use the recycling bins in your room.

- Post: If you would like a green dot on your pidge to indicate that you don't want to receive leaflets/spam, please take one from the envelope in the Pidge room.
- Maintenance: If you notice any faults, such as leaking taps or radiators that cannot be turned off, write these in the maintenance book (this can be accessed online: login to the Emmanuel website and click on the spanner icon).
- Energy saving: You are encouraged to switch off all lights and appliances when they are not in use, including gyp room lights where possible. The closing of windows when not in the room is also encouraged to prevent heat loss and to encourage energy efficiency.

## MIXED RECYCLING

 <p>mixed paper</p>	 <p>household metal packaging</p>
 <p>cartons</p>	 <p>mixed glass bottles &amp; jars</p>
 <p>plastic bottles, pots, tubs, trays, bags &amp; film</p>	 <p>cardboard</p>

**X Please leave these out:**

 bags of rubbish	 wood
 polystyrene foam	 food
 clothing	 batteries
 electrical items	



CAMBRIDGE CITY COUNCIL

[www.cambridge.gov.uk/waste](http://www.cambridge.gov.uk/waste)



## 5. Bikes

A bike can be extremely useful in Cambridge, particularly if you have lectures in faculties far away from College and if you're intending to play in sports teams.

There are various bike racks and sheds within College, and you will need to bring your own lock. Local police recommend that you bring a good lock and if you intend to cycle at night then it is a legal requirement that you have lights.

ECSU also has a bike-fixing toolbox (which is kept in the Porters' Lodge) with WD40, bike oil and a puncture repair kit. Please make sure to register your bike when you arrive at the Porters' Lodge with a unique number that can be traced by the police in case of theft.

There are a number of bike shops and stalls in Cambridge if you want to buy a bike when you get here, including cheap and reliable second-hand sellers. The police also hold auctions every so often, which are a good place to pick up a bargain.

It is useful to register your bike online too, and there are Facebook pages in Cambridge where sometimes stolen bikes can be re-found which is worth joining.

Useful things to bring:

- Helmet and bell
- Lights - make sure they comply with the appropriate British Standard; this should be indicated on the packaging
- A lock

## ACADEMIC LIFE

### 1. Key Staff

There are three principal College Officers who will introduce themselves to you on the Friday afternoon after you arrive: the Master, the Senior Tutor and the Bursar. These individuals deliver the overall 'operation' of the College, responsibility for which is ultimately held by the Governing Body, composed of Fellows, with student representatives as well.



**The Master:** The official head of the College, Doug Chalmers, chairs all the big meetings, represents the College within the University and the outside world. He and his wife, Helen, live in the Master's Lodge on the College grounds.

He joined the army at 18, going on to command at all levels and serve across the globe. During that time, he took a sabbatical in Cambridge and completed an MPhil. You will meet him at the Freshers' welcome session on Friday 4th October and he will also be hosting welcome parties after you arrive.

**The Senior Tutor:** Dr Corinna Russel is responsible for the academic and pastoral aspects of running the College on a day-to-day and long-term basis, including admission of students, access and outreach initiatives and recruitment of teaching Fellows.



**The Bursar:** Catherine Webb is responsible for all the buildings and services provided at Emma, ranging from catering and housekeeping to gardens and maintenance. Her staff in the Bursary also administer all bills and payments.

Catherine is also responsible for looking after the College's endowment and ensuring this yields enough income to support the College's educational activities that need funds that go beyond the income received through fees. Besides that, she is also the person in charge of planning and resources in the College. This includes, for example, the commissioning, design and execution of new building projects.

**Tutors:** Another academic and Fellow of the College, your Tutor (who is always from an academic discipline different from your own) is there for your general welfare and pastoral care - and very importantly is the person who is your representative in the University.

If you have any problems that are likely to affect your academic progress (such as being ill for an extended period), you must keep your Tutor informed, as they will know how best to approach the problem with the University to produce the most appropriate response.

Applications for things like sports grants and financial support must also go through your Tutor. You must see your Tutor at the beginning and end of each term for a brief meeting. Tutors may also be contacted by email, as well as at various drop-in times, so if necessary, can arrange meetings at short notice.

In an emergency, the Porters will be able to contact either your own Tutor, the Duty Tutor who is on-call, or the Senior Tutor, (depending on who is available).

The Tutors for first year undergraduates during Michaelmas Term are as follows (although these may change during subsequent terms):



Dr Bill  
Broadhurst



Prof Philip  
Howell



Prof  
Alexandre  
Kabla



Prof  
Dominique  
Lauga



Dr Emma  
Mackinnon



Dr Ioanna  
Mela



Dr Kate  
Spence



Dr Ross  
Wilson



Prof  
Christopher  
Whitton

The Senior Tutor and Tutors are supported by the staff of the Tutorial Office ([tutorial-office@emma.cam.ac.uk](mailto:tutorial-office@emma.cam.ac.uk)), headed by the College Registrar, Dr Anna Osipova.



**Anna Osipova**  
College Registrar



**Sonia Fresco**  
Tutorial & Admissions  
Administrator



**Anna Krupinska**  
Tutorial & Admissions  
Administrator



**Alexandra Thomas**  
Tutorial Support  
Administrator



**Eve Cooley**  
Events  
Administrator

**Director of Studies:** Your Director of Studies is in charge of all your academic affairs. You usually meet your 'DoS' (pronounced 'doss') twice a term to discuss your supervision reports and your general academic progress. They are also on-hand to answer any general academic queries and will set you up with Supervisors (see below) for different topics.



**The Dean:** Rev. Jeremy Caddick, runs services twice a week and lives here in the college. He takes a big interest in undergraduate welfare and runs tea and cake drop-in sessions at particularly busy times of year.

**Supervisor:** Supervisors teach you in small group 'supervisions'. They are normally academics, but sometimes PhD students. You will have a different Supervisor for each topic, either on your own or with a few other students. They will set you work for the next supervision and go through any problems. Most like it, if you come with questions too.

Supervisions will be on a weekly or fortnightly basis, although Medics and Natural Sciences (NatSci) often have them more frequently (first year NatScis have 4 per week). Check that you know where these are before you are supposed to be there - they are not always in main College buildings or even in College.

Cambridge SU, the University students' union, has laid down some guidelines detailing what you should expect from your Supervisor, and what they can expect of you. Please remember that supervisions are not intended to be formal tests of your abilities, or terrifying ordeals - if they are this intimidating, there is something wrong and you should get help to rectify the situation.

Supervisors are normally quite happy to be contacted with questions. If you have not done the work for a supervision, there is not much point in giving your Supervisor poor excuses. Bear in mind that supervisions can be embarrassing and useless if you have not done anything. You cannot expect your Supervisor to rearrange a supervision you have missed, unless due to illness or other exceptional circumstances. In practice, however, Supervisors are usually flexible.

If, in the first few weeks of term, you have problems contacting your Supervisors, inform your DoS - they should sort things out for you. In addition, if you are not happy or comfortable with your Supervisors or your supervision partners (the other students you are taught with) do not suffer in silence! Speak to the other students - they might be having similar problems, and it is often easier to approach a Supervisor or DoS when there is more than one of you. It is important that you benefit from the teaching you receive. If you are not benefiting, there are things that can be done. Either speak to your Supervisor directly, your DoS, your Tutor or to the ECSU Education & Careers Officer, Lily Sneddon ([education@ecsuo.org.uk](mailto:education@ecsuo.org.uk)).

At the end of each term, your Supervisors will write reports about your supervisions. Your DoS can see these and might refer to them when talking about your performance. You can access the reports using your 'Raven' login at [www.camcours.cam.ac.uk](http://www.camcours.cam.ac.uk). When reading the reports, it is always worth bearing in mind how much time you have spent with that particular Supervisor, as that will have influenced their report.

**Lecturer:** A lecturer is an academic and member of the University who is an expert in a specialist field. They will usually speak on a topic in one or a series of lectures. This is generally in a lecture hall in a University building, not in College. Depending on the subject and paper there can be as few as 20 or over 400 students in the one lecture. Lectures are for

everyone taking the same paper as you University-wide and provide some of the primary teaching material (and a great opportunity to meet people from other colleges).

Depending on your subject, you will have anything between 3 and 12 lectures a week; science students tend to have a much fuller timetable than humanities students do. Also, bear in mind that Exam questions are set by the Faculty based on your lectures and not on your college-based supervisions, so attendance at lectures is strongly encouraged.

**Subject Parents:** All Freshers at Emma are assigned 'Subject Parents' who are in the second year and studying the same course as them. They are there to give you advice and to tell you what to expect with regards to academic work. You will meet them during Freshers' Week and hopefully they will answer any questions or queries and dispel any false myths and rumours.

Since every subject is unique and has its own faculty and lecture timetable, it's very difficult to generalise about what a typical day or week is like. Subject parents are the best people to ask about this and within a couple of weeks, you will know for yourself anyway!

And one more thing! When you get here, it can be tricky to build your timetable, with supervisions, labs, classes, lectures, etc. DON'T PANIC! It's daunting but you will be able to log into <https://www.timetable.cam.ac.uk> which will help, and which will link automatically to lots of phones and computers. The Freps will be happy to help you set this up if you would like some guidance. Your DoS may be able to help you if you struggle with clashes, or if any supervisors are being difficult.

## **2. Cambridge Timetable**

### **a. Arts Students**

Those studying for arts subjects tend to have fewer lectures and a less structured timetable than science students do. However, the lack of lectures is made up for by the amount of reading you will be expected to do and the more exploratory nature of essays. Most students will be expected to read for and write between one and two essays per week but the length and nature of these will vary between subject and essay title. Supervisions are less about being taught the right answers or correct methods for doing things and more about discussing ideas and challenging a particular point of view.

### **b. Science Students**

Scientists, by contrast, have a much more structured timetable and will occasionally have lectures and practicals from 9am-5pm. Some unlucky people (including most first year NatScis) also have lectures on Saturday mornings! You may be expected to do a certain number of problems or short essays in preparation for supervisions.

### **c. The Workload**

One of the best things about learning at University is that you can manage your own workload. It is important to remember that there is no one best way to do this, and what works best for one person will not necessarily work well for another. If you have any questions or worries, remember that plenty of support is available; Director of Studies,

Tutors and Subject Parents are all there to help. Please also remember that these people want you to do well and will usually go out of their way to help you.

If you do feel like you are struggling with the workload, it is likely other people will be too. You deserve, like everyone else, to be here, and College has faith in you!

Because you don't have a day-to-day relationship with any one member of teaching staff, it can be hard to spot when things start to slip, and they can slip quickly. Keep the relevant people informed if you are having problems and deal with problems sooner rather than later.

Equally important to note is that a lot of people like their courses much better as they get further into them. Everything you have learned starts to come together and make sense, and also you are likely to have more choice. If your course does not initially seem how you expected and hoped it would be, do not worry! There are plenty of things to be done - talk to your Director of Studies if you have any concerns. Almost everyone gets behind at some point during their time at Cambridge and that's completely ok.

Finally, most people find that there is a big step up from school. It takes time to adjust and you're unlikely to reach your full potential after only a few weeks.

Your subject might seem infinite, but you do not have to learn everything in the world about it!

### **3. Reading Lists**

Don't be scared! And don't just read the first book on the list with a vague idea of impossibly reading all three hundred of them. If your subject isn't one of those where they tell you exactly which chapters/pages to read, try looking at books in the library but only taking out a few to read. Journal articles are a good source of very up to date information and many journals are accessible online.

Don't go out and buy any books in the first few weeks (unless your Supervisors tell you to) as you may find that some books are only relevant to a particular essay title. It will soon become clear which are the core texts, and it is also worth remembering that there are a number of different libraries you can visit to get hold of a particular book. Additionally, sometimes you can ask your supervisors to send you excerpts of books that they have recommended for your essay if you cannot access it anywhere else.

Second-hand bookshops are really useful and there are several in Cambridge. It's often useful to own primary texts, so you can scribble on them. All the main bookshops in Cambridge also hold student discount days at the beginning of each term.

As ever, Subject Parents are great people to get in touch with about anything like this, as they will probably have the answer you are looking for. Some of them may even be able to hand down some of their textbooks from their first year that they no longer need.

## PASTORAL CARE

### 1. Welfare

Arriving at University as a Fresher is exciting but can also be a bit unsettling; with so much to take in and adapt to it is important that you are aware of all the welfare-type contacts, which exist to help and support you.

At Emma, your first port of call would usually be your Tutor. You can also seek out your Director of Studies, the Senior Tutor, the Dean, the College Counsellor and Mental Health Coordinator and the College Nurse. They're all friendly people and they have set times in the week where you can go to see them – alternatively you can usually drop them an email to arrange a suitable time for a chat. Further details are available on the ['Student Welfare'](#) page on the College website.

In addition, there are a number of other welfare contacts that are available to you. If you have any questions or suggestions or you need representation in any University matters, you can speak to ECSU. Cambridge SU also has Welfare and Rights, Women's, Access, and Racial Equalities Officers. Find information about [Cambridge SU services](#) on their website. The University offers a Student Counselling Service (UCS), details below.

### 2. Friendly Faces

#### A word from the College Counsellor and Mental Health Coordinator, Tim Ellis

"I hope you have a great time at Cambridge and here at Emmanuel. Starting here will call upon your personal resources as well as your intellectual strengths. You will probably arrive with many hopes and expectations, as well as some understandable anxieties. It may take time to find your feet, establish friendships and feel settled. You are, after all, managing a major life transition.



If at any point in your time at Emma, you want some additional support, it makes sense to reach out sooner rather than later. There are plenty of people here who want to help you do well and enjoy your time here.

One option is to talk to a counsellor. Counselling is a practical and down-to-earth way to look after your mental fitness. Many students at Emma, and across the University use counselling at some point, either for a single session or for several sessions.

The benefits of seeing a counsellor are that you can talk about *any* issue affecting your life and studies, and you're talking in confidence with a non-judgemental, experienced, professional with time dedicated to you. The counsellor is also separate from the rest of your life. Just talking through what is going on for you may help, or it may help deepen your understanding and help you gain a new perspective on your situation.

There are two main ways to access counselling while at Cambridge. The University Counselling Service (UCS) [Individual counselling](#) | [Student Support \(cam.ac.uk\)](#) offers

one-to-one sessions as well as groups and workshops on a wide range of relevant topics. You complete an online form to request an appointment. It's just a 5-minute walk to get to the Student Services Centre, where the UCS is located.

Alternatively, you're welcome to contact me as the College Counsellor. I work in College and have nearly 20 years' experience working with Cambridge students, including at UCS and other Colleges. I work both in and out of term and can signpost you to other support if I think it would be more helpful. To request an appointment, you can complete [complete this one page form](#) or simply send me an email: [counsellor@emma.cam.ac.uk](mailto:counsellor@emma.cam.ac.uk). I'm happy to answer queries too, if not sure you want to book a session.

Whether you come to see me or not, I hope you have an enriching, productive, balanced and happy year ahead".

### Dean, Jeremy Caddick

"The Dean's job is to help you get as much as possible out of your time at Emmanuel. Along with Tutors, the College Counsellor and Mental Health Coordinator and others, I am one of the people who provide pastoral care, advice and a listening ear to all members of the College. I am also responsible for the running of the Chapel. You will see me around College, and I am always happy to talk to you about anything that concerns you. You can contact me by knocking on my door (C2 Front Court), by leaving a note in my pigeonhole or [by email](#). I live in Camden House, which is on the edge of the College behind the Library.

The Chapel stands in the centre of the College. There are services each Sunday and during the week, and all members of College and friends are welcome, regardless of your affiliation. Worship in the Chapel is part of College life and continues a tradition that goes back to the foundation of the College. Evensong on a Sunday evening is particularly popular and should be experienced at least once in your time here! The choir is lively and sociable as well as producing a wonderful sound.

I hope to meet all of the Freshers in the first few days of term".

### 3. Emma Experience

Learn how to make the magic happen at Emmanuel. Emma Experience is your own personal toolkit of extras, a co-curricular programme, to help you thrive here and now in Cambridge at Emmanuel and when you head out into the world. We're here to help you discover your passions, learn new skills and unlock your potential to change the world; to create, make, do, lead, innovate, and renew. **Emma Experience has 4 branches: Wellbeing, Community, Skills and Careers.** There's 2 ways to get involved: **Freedom** (pick and choose what you want to attend) or **Certificate** (get your experience and participation recognised and unlock benefits). Opportunities and events including talks by movers and shakers, wellbeing and skills workshops, careers and mentoring sessions, tours, masterclasses, a fitness programme and much more. Follow us on Instagram at @emmaexperience1584, keep an eye out for *The Acorn* a regular digest newsletter of events and opportunities that gets sent straight to your inbox. More about Emma Experience can be found here: [www.emmaexperience.uk](http://www.emmaexperience.uk), including all ECSU events on the college calendar.

#### 4. Emmanuel Society & Development Office

The Emmanuel Society and Development Offices are located on the first floor of D Staircase and are run by Dr Sarah Bendall and her team. The Emmanuel Society is the alumni-led society for both current students and members who have graduated.

The Emmanuel Society organises careers events that see groups of alumni return to college to give advice about careers, CVs, interviews, and life after Emma, allowing you to benefit from the wealth of experience in the alumni network. You don't need to know exactly what you want to do after graduating to come along to these – in fact, we encourage you to come along if you don't!

You can use our [networking and careers database](#), a fantastic online resource, to connect with alumni happy to talk about their professions and post-Emma experiences. All alumni on the database have offered to speak with students, so do reach out with any questions you might have.

The Society also organises events for members, to which students are often invited. These range from talks, to subject-related dinners in London (such as for medics & lawyers), to musical activities (a sing- and play-through of Handel's Messiah is great fun), and sports matches (the College vs. 'Old' Emma cricket match is a popular annual fixture). You can see [what's coming up](#), and if you would like to attend, please email us at [events@emma.cam.ac.uk](mailto:events@emma.cam.ac.uk).

The Development Office is responsible for keeping in touch with members and raising money for student bursaries and grants, as well as for maintaining the buildings and grounds, teaching and research, and other college purposes.

Each year, there's a great chance to build your CV, chat to members about life after Emma, and earn money in the vacations by helping the Development Office with telephone fundraising. There are also often other exciting opportunities to get involved with fundraising and communications with alumni in college, so please look out for emails from the Development Office throughout your time at Emma.

#### 5. Where to Find Help

Who?	What help do they provide?	Contact details
Tutors	<p>Tutors are Fellows who have particular responsibility for the welfare, well-being and general progress of individual students, year-on-year.</p> <p>You will meet with your tutor at the beginning and the end of each term and talk through general progress. They are freely available to you throughout your time at the College.</p> <p>Remember you can go to a tutor who has not necessarily been assigned to you.</p>	<ul style="list-style-type: none"><li>• Dr Corinna Russell, (Senior Tutor): <a href="mailto:cr215@cam.ac.uk">cr215@cam.ac.uk</a></li><li>• Dr Bill Broadhurst: <a href="mailto:rwb1002@cam.ac.uk">rwb1002@cam.ac.uk</a></li><li>• Prof Philip Howell: <a href="mailto:pmh1000@cam.ac.uk">pmh1000@cam.ac.uk</a></li><li>• Prof Alexandre Kabla: <a href="mailto:ajk61@cam.ac.uk">ajk61@cam.ac.uk</a></li><li>• Prof Dominique Lauga: <a href="mailto:dfl26@cam.ac.uk">dfl26@cam.ac.uk</a></li><li>• Dr Emma Mackinnon: <a href="mailto:em724@cam.ac.uk">em724@cam.ac.uk</a></li><li>• Dr Ioanna Mela: <a href="mailto:im337@cam.ac.uk">im337@cam.ac.uk</a></li><li>• Dr Kate Spence: <a href="mailto:kes1004@cam.ac.uk">kes1004@cam.ac.uk</a></li><li>• Dr Ross Wilson: <a href="mailto:rmw24@cam.ac.uk">rmw24@cam.ac.uk</a></li><li>• Prof Christopher Whitton: <a href="mailto:clw36@cam.ac.uk">clw36@cam.ac.uk</a></li></ul>

Director of Studies (DoS)	DoS are in charge of all your academic affairs. You usually meet your DoS twice a term to discuss your supervision reports and your general academic progress. They are also on hand to answer any general academic queries and will set you up with Supervisors.	You will be contacted by your subject-specific DoS in the week before term to arrange your first meeting.  The DoS list is available in the College Life Booklet.
College Counsellor and Mental Health Coordinator: Tim Ellis	Counselling within college, to support and enable you to pursue your life and studies as effectively and successfully as possible. Available for appointments usually on two days a week in term time.	<ul style="list-style-type: none"> <li>• Tim Ellis: <a href="mailto:the24@cam.ac.uk">the24@cam.ac.uk</a></li> <li>• 55 St Andrew's Street (access from Chapman's Garden).</li> <li>• Or via your Tutor or <a href="#">directly from Emma website</a></li> <li>• To request an appointment, you can <a href="#">complete this one page form</a> or simply email Tim at <a href="mailto:counsellor@emma.cam.ac.uk">counsellor@emma.cam.ac.uk</a></li> </ul>
College Adviser to Women Students: Dr Devon Curtis	Drop-in times each week during term are available. Other times are possible if the drop-in time is not convenient.	Email: <a href="mailto:dc403@cam.ac.uk">dc403@cam.ac.uk</a>
College Advisers on Racial and Ethnic Affairs	Students with general or specific concerns relating to race and minority ethnic backgrounds.	<a href="#">Welfare contacts</a>
University Counselling Service (UCS)	Information on finding counselling and self-help resources.  'Pre-Counselling Form' to arrange counselling (you can self-refer, don't need to go through DoS etc).	<a href="http://www.counselling.cam.ac.uk/studentcouns/students">http://www.counselling.cam.ac.uk/studentcouns/students</a>
Jeremy Caddick: Dean	Advice, support or a friendly chat.	<a href="mailto:jlc24@cam.ac.uk">jlc24@cam.ac.uk</a>
Nightline (formerly Linkline)	A free listening service. Available from 7pm to 7am during every Cambridge University full term. Offers a listening, friendly and non-judgemental ear for whatever you want to talk about.	<ul style="list-style-type: none"> <li>• <a href="mailto:email@cambridge.nightline.ac.uk">email@cambridge.nightline.ac.uk</a></li> <li>• 01223 744444</li> <li>• Online chat: Online chat: <a href="#">Get Support Now</a></li> <li>• <a href="http://cambridge.nightline.ac.uk">cambridge.nightline.ac.uk</a></li> </ul>
Students' Union's Advice Service (SU)	Provides professional support for students: students have a space where they can get good quality support regardless of college support. Students can come to them with any issues. Experts on giving advice on what services are available.	<ul style="list-style-type: none"> <li>• <a href="http://cambridgesu.co.uk">cambridgesu.co.uk</a></li> <li>• <a href="mailto:advice@cambridgesu.co.uk">advice@cambridgesu.co.uk</a></li> <li>• 01223 746999</li> <li>• 17 Mill Lane, Cambridge CB2 1RX</li> <li>• Advice Drop-in Sessions: Tuesdays &amp; Thursdays, from 12pm-2pm. Book appointments by email at other times</li> </ul>

Samaritans	Befriending helpline for those in crisis or despair. Free, day or night, open 24 hours, 365 days a year.	<ul style="list-style-type: none"> <li>• 116 123 (free from any phone)</li> <li>• <a href="mailto:jo@smaritans.org">jo@smaritans.org</a></li> <li>• 01223 364455 (24hr helpline)</li> <li>• <a href="http://samaritans.org">samaritans.org</a></li> <li>• 4 Emmanuel Road Cambridge CB1 1JW Open 10.30am-10pm</li> </ul>
Cambridge Rape Crisis Centre	Information, advice and support for women survivors of rape and sexual abuse and for those supporting them.	<ul style="list-style-type: none"> <li>• Box R, 12 Mill Road, Cambridge CB1 2AD</li> <li>• Helpline: 01223 245888 (24-hour voicemail)</li> <li>• <a href="http://cambridgerapecrisis.org.uk/">cambridgerapecrisis.org.uk/</a></li> <li>• Helpline open: <ul style="list-style-type: none"> <li>• Wednesdays 7.30pm-9.30pm</li> <li>• Thursdays 7.30pm-9.30pm</li> <li>• Sundays 10am-12:30pm</li> </ul> </li> </ul>
Cambridge Adult Eating Disorder Service	Information about the local NHS services for adults with eating disorders.	<ul style="list-style-type: none"> <li>• <a href="#">Adult eating disorder service</a></li> </ul>
Beat: UK Eating Disorder Charity	A champion, guide and friend to anyone affected by eating disorders. Help also for those supporting friends with Eating Disorders. Helpline: 365 days a year, Midday-midnight during the week 4pm-midnight on weekends & bank holidays.	<ul style="list-style-type: none"> <li>• <a href="http://TheUKsEatingDisorderCharity.org.uk">The UK's Eating Disorder Charity</a></li> <li>• <a href="mailto:help@beateatingdisorders.org.uk">help@beateatingdisorders.org.uk</a></li> <li>• 0808 801 0677</li> <li>• One-to-one web chat available</li> </ul>
Mind	Provide advice and support to empower anyone experiencing a mental health problem.  Helpline: 9am - 6pm, Monday to Friday (except for bank holidays).	<ul style="list-style-type: none"> <li>• <a href="http://mind.org.uk">mind.org.uk</a></li> <li>• Infoline: 0300 123 3393</li> <li>• Email: <a href="mailto:info@mind.org.uk">info@mind.org.uk</a></li> </ul> <p>CPSL Mind (Cambridge)</p> <ul style="list-style-type: none"> <li>• 0300 303 4363;</li> <li>• Email <a href="mailto:enquiries@cpslmind.org.uk">enquiries@cpslmind.org.uk</a></li> <li>• Website: <a href="http://cpslmind.org.uk/">cpslmind.org.uk/</a></li> </ul>

## 6. Porters

The Porters work in the Porters' Lodge (Plodge) at the front of College, and are responsible for many aspects of College life: security, keys, post-sorting and friendly conversation - they are basically running the show and are very helpful.

The Porters Lodge is useful for:

- Getting spare keys for your room
- Getting keys for any public room that you've booked (e.g. washing machines, music rooms, table tennis, squash courts and lawn tennis (on the Paddock) - all are available to book online through the [college website](#)
- Signing in & out of College when you start and finish each term

The Porters are able to give first aid to students, will help out should you need to go to hospital, and are also a great source of pastoral support. Full of wisdom and kind advice, they are always happy for you to pop in for a chat and a cup of tea, and are non-judgmental and sensitive - a great help in a mental health emergency, especially out of hours.



The email for Monty, the Head Porter (L) is [sm878@cam.ac.uk](mailto:sm878@cam.ac.uk)

Website: [Porters Lodge](#).

The Porters' Lodge is also the telephone switchboard for College - give them a call if you need to be put through to someone:

+44 (0) 1223 334 200

It is useful to save this number in your phone in case of an emergency, for example, if you need the Porters to call you an urgent taxi.

## **7. Financial Advice**

### **a. Money & Banks**

Money has a tendency to disappear rather quickly and although you may think that you are absolutely loaded when your student finance arrives in your account, it will not last forever. The college bill, which includes rent, hall food and printing costs does not arrive until after the end of NPR, so if you do not budget as you go along you could be in for a nasty shock! If you are organised enough to plan a weekly budget, then that would be ideal. If not, at least try to be aware of how much money you're getting through.

All students must have a UK bank account (opened by the end of your first term at the latest). College payments will only be made to your bank account and not to a parent(s) or a friend's account. If you wish to open a bank account in Cambridge (it does not need to be opened at a Cambridge branch), all of the major banks have Cambridge branches (many of them on the same street as Emma). The College Tutorial Office will help you out during your first few days with an introductory letter to the bank of your choice. Please use the following link to request the [online bank verification letter](#) (also available on the Freshers' webpage).

This letter will be available for collection after you have completed your College ID/Visa checks from the Tutorial Office. Please prepare for opening an account prior to collecting this letter. Note that different banks will ask for different documentation.

### **b. International Students**

All students must have a UK bank account (opened by the end of your first term at the latest). College payments will only be made to your bank account and not to a parent(s) or a friend's account. The College Tutorial Office will help you out during your first few days with an introductory letter to the bank of your choice, via the [online bank verification request form](#) (also available on the Freshers' webpage). If you would like advice from fellow students, be sure to contact ECSU's International Reps, Rose Luo and Dio Shin

([international@ecsu.org.uk](mailto:international@ecsu.org.uk)). There are also international students' fresher representatives (iFreps) who can lend a helping hand if you need it.

### **c. Student Loans**

All UK students should qualify for a loan for tuition fees and also for living costs (the amount of the latter being dependent upon your household income). You should already have filled in an online assessment form and applied for a loan if you need one and you will receive the money during your first couple of weeks in Cambridge. The maintenance loan is paid in instalments directly to your specified bank account.

### **d. Financial Hardship**

There are several College and University funds, to which you can apply for financial help, depending on your circumstances. Your Tutor is the person to see if you would like to make an application.

The Student Loan Company will assess both UK and EU students for the Cambridge Bursary automatically, when you apply for a maintenance loan (UK) or a tuition fee loan (EU). SLC will also pay the bursary to both UK and EU students directly.

If you are a UK/EU student and your household income is below £62,215 you are likely to be eligible for an [annual Cambridge Bursary](#) of up to £3,500 per year.

The College has other funds, which your Tutor can apply for on your behalf and they will be able to give you details of these. In addition, College grants are available to students who wish to undertake activities related to their courses and Vacation Study Grants may be available from your Department (ask your Director of Studies about these).

You should have already received details of these funds, including the Cambridge Bursary, in your Freshers' Finance Pack (sent by the Senior Tutor to all confirmed offer holders in mid-August). The Windsor Fund is also available for those playing for the University in certain designated sports. [More information is on the college website.](#)

### **e. Accommodation & Housing Benefit**

Students do not qualify for Housing Benefit. College accommodation is provided for all undergraduates. College rents are relatively low, ECSU negotiates with the College each year to try and keep rent increases as modest as possible. The rooms are of a good standard and a massive advantage is that you do not have to pay for your room during vacations - unless you decide to stay.

### **f. Working in Cambridge**

The College Regulations state that it is not permitted to gain paid employment while at Cambridge, and by the time you've done your work, played a bit of sport and had a social life there simply is not time. You can, however, earn a bit of money working in the College Bar or in the Library.

### **g. NHS Prescriptions, Dental & Opticians' Fees**

Unless under 19, students are not automatically exempt from these costs ([/nhs-and-healthcare](#)). If you require long-term repeat prescriptions, please contact the College Nurse who will provide you with the necessary forms. Students can apply to claim reimbursement prescription charges – both single issue and pre-payment certificates on the website: [prescription reimbursement form](#). You will be asked to complete the form and include a receipt for the charges and your bank details. Please make sure that you only include the receipt and not the prescription or any details of your health condition. The completed form will be sent to the Bursar for approval and once approved will be paid into your account.

### **8. LGBT+ Students**

Emma's LGBTQ+ Officer runs queer friendly events regularly throughout term, as well as promoting events in the wider community and providing a source of support. Events range from pres for queer club nights, to crochet and cake, to movie nights, to queer formals, to trans rights protests. They also represent queer students on the student union (ECSU) and exist as a figure students can contact with any LGBTQ+ related concerns - be they with college, with the university, or personal). Emma also has a Gender Expression Fund which can be accessed by anyone with minimal invasiveness and complete confidentiality.

Beyond Emma, Cambridge SU LGBT+ provides services and support to LGBT+ students across Cambridge; they have a great variety of events and also run campaigns which you can get involved in.

#### **A message from Astrid (they/she) and Dani (he/him)**



Hello! We're your current LGBTQ+ Officers, Astrid (they/she) and Dani (he/him). Astrid studies HSPS and Dani studies phys natsci and we are second years. We both found Emma to be an incredibly friendly and open college, with a thriving queer community. We can't wait to meet you all in due time but while you're waiting feel free to follow our instagram (@emmalgbt) to see the sorts of events we put on. We'll be running many queer events in

Michaelmas and we hope to see you there so keep an eye out for our term card. Also feel free to contact us whenever through the insta if you have any questions, concerns or just want to chat!

### **9. BME Students**

#### **a. The BME Community in Emma**

There is a Facebook group for BME individuals in Emma, where all sorts of fun activities are advertised, such as upcoming talks, forums or workshops on decolonisation and various other BME-centric topics. On top of that, occasional formals held by various BME Officers across Cambridge and BME-centric plays will be advertised in the group!

The Facebook group is moderated by George (he/him), the Racial Equalities Officer, who serves to represent BME students both in ECSU and to college. Her role involves

encouraging representation in all aspects of college life, so any concerns you have as a BME student should be brought to her to facilitate discussion within ECSU! The Racial Equalities Officer can be contacted at racial [equalities@ecsuo.org.uk](mailto:equalities@ecsuo.org.uk), whether this be for any confidential concerns, help and advice that arise during your time in Emmanuel, or to simply join the Emma Students of Colour Group on Facebook.

### **A Message from George**



“Hey, I'm George and I'm the Racial Equalities Officer. Emma (because it is the best college) has, of course, a great BME community. There are opportunities for many in-college events but also easy ways to get involved in university-wide cultural societies like ACS, ISOC and India Society. My job is to try and help support this community, by both putting on fun events and supporting people if they have any difficulties. I'm always around in college - so feel free to talk to me about anything once you get here, or just to say hi. I hope you have an amazing first year!”

### **b. The BME Community in Cambridge**

Cambridge SU BME Campaign is an autonomous platform that exists to voice the concerns of Ethnic Minority students, both postgraduate and undergraduate, at the University of Cambridge. The campaign runs events during Freshers' Week for meet and greet, and various events throughout the year ranging from discussions to chill socials. Find out more at their Facebook page: [www.facebook.com/CambridgeBME](https://www.facebook.com/CambridgeBME)

This year, the Cambridge SU full-time BME Officer is Maroof Rafique, who is also available to contact. Or join the Cambridge SU BME Facebook group: [/groups/2210226753/?ref=br\\_rs](https://groups/2210226753/?ref=br_rs). On top of that there is a Facebook group dedicated to sharing BME-centric theatre events, which can be found here: [/groups/343625632681381/](https://groups/343625632681381/)

### **c. Resources for students facing any form of discrimination & harassment**

The University has a helpful website for reporting any discrimination faced by students, which can be found here: [race-equality.admin.cam.ac.uk/help-and-advice](https://race-equality.admin.cam.ac.uk/help-and-advice)

Your tutor will always be available for any welfare support. The Racial Equalities Officer can assist in finding ways to get help from college or the university. Some [other resources](#) include Emmanuel's Advisors on Ethnic and Racial Minority Affairs. The Emma Students of Colour Facebook page also includes a list of helpful links and resources for BME students.

End Everyday Racism ([racismatcambridge.org/report](https://racismatcambridge.org/report)) is designed to improve how racism is reported at Cambridge. It is an anonymous and confidential form where students can report racist incidents. It's heavily recommended that you use it in addition to college procedures when reporting incidents, as it will be used to build evidence and support anti racism advocacy within the university.

## **10. Women & Non-Binary Students**

There are many feminist organising spaces in Cambridge, including safe spaces specific to Women and Non-Binary people, such as WomCam. There are many ways to get involved with activism and find support in Cambridge, and some of these are laid out below.

The resources available to students can be broadly split into three categories: feminist organising, support, and health.

ECSU has a Women's & Non-Binary Students' Officer, currently Olga Devine (she/her) ([womens@ecsus.cam.ac.uk](mailto:womens@ecsus.cam.ac.uk)). Her job is to act as a representative for all female identifying and non-binary students within college, connecting them to any resources which might benefit them, defend any gender specific/safety issues within college and lead FemSoc to generate discussion and activism surrounding feminist issues. You can contact her about anything, from help with reporting procedures in college, to questions about how to get involved with wider feminist spaces.

### **A Message from Olga**

"Hiya, I'm Olga! I'm a second-year history student and the ECSU Women and Non-Binary Students' Officer. My role in college is to ensure that female and non-binary students have someone to talk to about any issues that they face, and to act as a representative for W & NB students in discussions with college.

In my experiences so far, Emma is a wonderful place to live and gender-based discrimination is incredibly uncommon. There are a lot of sources of support available to students, and there is a real sense of community here. The Emmanuel College Feminist Society organises events every couple of weeks, such as bar nights or arts and crafts afternoons, and these are a lovely way to unwind and an opportunity to make friends across college."

### **a. Emma Feminist Society**

Emma FemSoc is the hub for feminist organising in college. Usually headed by the Women's/NB Officer alongside a committee of up to ten, they run weekly events for members of the college (open to people of all genders). These vary between social events and activism/educational events. Follow on Instagram ([@emmafemsoc](https://www.instagram.com/emmafemsoc)), Facebook (Emma FemSoc), or join the Emma Women's and Non-Binary Students' Group to find out more! The committee changes each year and applications open in December, to people of all genders.

### **b. Women's Campaign (WomCam)**

This is the centre of feminist organising for the whole university, and works closely with the Women's Officer at each College. Unless stated otherwise, WomCam spaces are usually reserved for women and non-binary people, but are run on a basis of self-identification with the campaign (i.e. your gender will never be questioned).

### **c. Support**

If you do ever find yourself involved in an assault and/or a harassment incident, please remember that you are not alone, it is not your fault and there are people to help you (as listed below):

- Rely on the College to get you back safely:
  - College has an agreement with the local taxi company 'Panther Taxis'. You can either call Plodge 01223 334200 and they can call a cab for you (no charge if an emergency).
  - Alternatively, you can enter any Porters' Lodge in Cambridge and they can then contact the Lodge and again a taxi can be ordered for you.
  - The taxi will be charged to the College Account (and will subsequently go on your College bill depending on the circumstances) – good to know if you ever lose your purse! Or feel unsafe in the early hours.
- Talk to the following people:
  - Your Tutor (or any Tutor for that matter - you can also speak to your DoS if you would prefer)
  - Dr Devon Curtis (Emmanuel Adviser to Women Students)
  - Tim Ellis (College Counsellor and Mental Health Coordinator)
  - The University Counselling Service
  - The University Sexual Assault and Harassment Advisor (SAHA): Amy Thompson. The Senior Tutor, Dr Corinna Russell, is the CDHC (College discrimination and harassment contact) - she receives training from the University for this role, and is able to help guide students through reporting procedures.
  - The ECSU Women's/NB Officer is always there to listen and to direct you to a preferred member of staff or support group.
- Decide what to do next:
  - You can choose to report either via the University, or via College. Within College, you can report either formally or informally. Emmanuel disciplinary procedures/harassment code of conduct can be found on the Emma website: [Documents & Policies](#)
  - You may also wish to read through the Loud and Clear Guide. This was prepared by a Cambridge group working to encourage gender equality and address issues of sexual harassment and can be found on their Facebook page. It is very comprehensive, discussing all the different reporting procedures, support resources, and more.
  - The Elms SARC is Cambridge's local sexual assault referral centre. They manage evidence collection, mental health support etc. immediately after the fact. If you go here, there is no requirement to go to the police or even report the incident, it just keeps your options open. College can organise you a taxi there if you have been sexually assaulted.

#### **d. Health**

ECSU organises for free menstrual products to be available in all public College bathrooms. You can find sexual health supplies (such as condoms, dental dams, lube etc.) in a box by the pidges (pigeonholes). Further information is available from [the ECSU website](#) and/or the Women's/NB Officer.

Pregnancy tests can be [ordered anonymously via the ECSU website](#), and will be put in the pidge of the Women's/NB Officer, where you can collect it from. Lime Tree Clinic is Cambridge's local sexual health/GUM (genitourinary medicine) clinic based out of Brookfield's Hospital on Mill Road. They provide STI testing and contraception, especially long-term contraceptives that require a procedure, such as IUDs and implants.

### **11. Students with a Disability**

There are many resources available for students with a disability in Cambridge. Services for students with a disability are available not just to those with physical disabilities, but also any students with chronic illnesses, SpLDs and mental health problems.

#### **a. Emmanuel Support**

The Disabilities and Mental Health Officer on ECSU this term, Susie Kirsten, is here to support and represent the needs of all students with a disability at Emmanuel. You can get in touch for support and advice at ([disabilities@ecs.org.uk](mailto:disabilities@ecs.org.uk)), or if you have any problems, Susie is able to discuss these with ECSU or the college on your behalf.

#### **A Message from Susie**

"Hi, I'm Susie a second year studying Natural Sciences and am the current Disabilities and Mental Health Officer at Emma. My role is to help those with disabilities navigate their way around the systems provided to help them with any disability-related issues, to raise awareness about disabilities in general and also to talk to anyone if you'd like to chat about anything! Starting university is scary and a huge change, which everyone struggles with, however, for disabled students, it is just a bit harder. Having gone through this myself, I will be here to advise you on any questions you may have. Please do contact me if you have any questions about disabilities or mental health - I look forward to meeting all of you!"

#### **b. Cambridge SU Disabled Students Campaign**

The Disabled Students Campaign (DSC) at Cambridge SU represents all self-defining disabled students across the whole university. They run welfare events, social groups and disabled student forums, as well as campaigning for important issues regarding students with a disability. Find out more about the DSC at [cambridgesu.co.uk/organisation/6063/](http://cambridgesu.co.uk/organisation/6063/). There is also a Cambridge SU Disabled Student's Campaign Facebook group, which you can join for updates: [/groups/286817838816877](https://www.facebook.com/groups/286817838816877)

#### **c. Counselling**

You can email both the College and the University-wide counsellors to request a room with step free access. See Pastoral Care for counselling information and where to find help.

#### **d. Accessibility**

An access guide for the college buildings is available online at [ecsus.cam.ac.uk/welfare/disabilities](https://ecsus.cam.ac.uk/welfare/disabilities) and a further access guide for all Cambridge colleges is available at [disability.admin.cam.ac.uk/building-access-guide](https://disability.admin.cam.ac.uk/building-access-guide)

Important to note on accessibility in college:

- **The JCR:** College has an accessible JCR in the Louis Franck Room on the ground floor of the Queen's Building, with step free access, and accessible and gender-neutral toilets accessible by lift.
- **Porters' Lodge:** Has three steps up to both doors, but there are bells outside which you can ring and the Porters will be happy to open the gates if step-free access is required.
- **Pidges/Mail Room:** Located in front court and has two steps to enter. If needed, it can be arranged with the Porters for mail to be delivered directly to your room if this is inaccessible.
- **Chapel:** There is one step at the entrance and at the altar. A ramp is available on request by speaking to the Dean or to the Porters.
- **Library:** Level access throughout the library with a lift to all floors and smaller platform lifts between mezzanines.

#### **12. Access & Class Act**

##### **a. University-Level Access**

The Cambridge SU Class Act Campaign is the primary platform for voicing the needs & concerns of students who identify as from a 'Class Act'. These may be students from schools with a low admissions rate into top-ranking universities, or students from low-income backgrounds.

There are two Access, Education and Participation Officers on the SU, for both undergraduates and postgraduates. A significant role for these officers is organising and running the annual Cambridge SU Shadowing Scheme, which is the UK's largest free student-led access initiative. For more information about access in Cambridge, and the different support available, see the following link: [Class-Act-Guide-to-Cambridge](#)

##### **b. In-College Access**

Emma is a college well-known for its access and outreach work, and has a large and supportive network of students who identify as from an access background. You are welcome to join the Emma Access Community Facebook group: [/groups/407353843937995](https://www.facebook.com/groups/407353843937995). This group is used to signpost any important resources for students, answer any access-related questions and share new outreach schemes that may be looking for volunteers! The Outreach and Widening Participation Coordinator (Fran) will also email at some point to recruit and train ambassadors (or 'Emmbassadors') to help with school events (eg- give college tours, do Q&As etc) so keep an eye out for that! And you get paid!

There are three Access & Class Act Officers on ECSU, Sonata Mieliauskaitė, Eleanor Wallace and Izzie Iveson. Their role is to improve access issues in College and to organise outreach schemes such as the annual Access Week visits to our link areas of Essex and Sheffield. You can contact them about anything relating to access, such as getting involved in outreach, at [access-kaycee@ecsuo.org.uk](mailto:access-kaycee@ecsuo.org.uk) and [access-ann@ecsuo.org.uk](mailto:access-ann@ecsuo.org.uk).

#### A Message from Eleanor:



Hi! My name is Eleanor and I am a third year English student at Emma! I am passionate about making Emma and Cambridge more of a welcoming space to people from all backgrounds, from outreach to graduation! Please don't hesitate to reach out if you have any questions or just want a chat!

#### A message from Sonata:

Hi! I'm Sonata, a second year Archaeology student at Emma. Experiences of adjusting to university is different for everyone, and my role is to offer students from working class backgrounds a space to feel safe, informed, and heard during their time at Cambridge.



### 13. EMERGENCY RESOURCES

Here are some useful tips from college staff about keeping yourself safe both in and outside Emma:

- **PORTERS' LODGE PHONE NUMBER: 01223 334200** It is a good idea to put this into your phone.
- **MENTAL HEALTH:** if you feel you are in a mental health crisis, especially out of core working hours, you can call the Cambridge NHS First Response service by dialling 111 and selecting option 2. The Porters' Lodge will also be able to contact one of the two Duty Tutors on call on any night during term and will have access to the University's out of hours Mental Health Advisory service.
- **IF YOU THINK, YOU ARE BEING FOLLOWED HOME AT NIGHT:** Go straight to the Main College Entrance, Porters' Lodge (you can enter any Porter's Lodge in Cambridge) and ring the bell - the Porters will always answer. If in doubt, always go to the Porters' Lodge!
- **LOCK YOUR DOOR:** As we have had people enter the College and steal from students' rooms in the past.
- **PERSONAL ATTACK ALARMS:** Available to ALL students from the ECSU Shop for £1. They fit on a keyring, have a flashlight and are reusable. They also come in multiple colours and are worth having, especially if you live off-site.
- **PEEPHOLES:** Any student can request peepholes for their door by contacting the Bursar at [bursar@emma.cam.ac.uk](mailto:bursar@emma.cam.ac.uk)
- **PORTERS' NETWORK:** If you are in trouble anywhere in Cambridge, you can go into any Porters' Lodge to ask for help - they can contact our Porters for you too!

- **TAXIS HOME:** In case of emergency, please contact the Porters' Lodge: **01223 334200** and a taxi can be ordered for you. Alternatively, you can enter any Porters' Lodge in Cambridge and they can then contact the Lodge and again a taxi can be ordered for you. The taxi will be charged to the College Account (and will subsequently go on your College bill depending on the circumstances) – good to know if you ever lose your purse! Or feel unsafe in the early hours.

## UNIONS

### 1. ECSU

All students at Emma automatically become a member of ECSU, the representative body for Emma undergraduates. ECSU is involved in many aspects of student life, but currently most importantly for you, in organising Freshers' Week and student welfare.

Your welfare is very important to ECSU, and the College is supportive of our work on this front as well. ECSU does nice things like put sweets in your pigeonhole once a term, runs fun arts and craft events, and free tea & cake is frequently on offer. ECSU also distributes information about student safety, health and wellbeing on our website, where you can find help and advice.

The daily running of ECSU is managed by the Committee, a group of officers annually elected at the end of Michaelmas Term (1st term), each with specific areas of responsibility. ECSU Committee will introduce themselves during Freshers' Week – look out for them! In the meantime, get in touch with any questions via the email addresses listed below.

We would thoroughly recommend following us on Instagram, follow [@ecsucambridge](https://www.instagram.com/ecsucambridge) for all the important updates.

#### A message from Tom, ECSU President:



Hi, I'm Tom the Emmanuel College Student Union (ECSU) President. The Emmanuel College Student union, or ECSU for short, is the undergraduate student representative body. It is made up of a committee that represent students interests to the college leadership, as well as organise events and things like your fresher's week. You'll see me, and the whole committee out and about during the week (and beyond), so please don't be afraid to have a chat with one of us! We will have our elections during the first term which I look forward to seeing as many of you get involved with! I know how hard the FREPS have been working to set Fresher's week up for you, and I really hope you enjoy it! Any questions about anything don't afraid to drop me an email on [president@ecsucambridge.org.uk](mailto:president@ecsucambridge.org.uk)."

### 2. Cambridge Student Union

As well as being members of their College Students' Unions, all Cambridge students are automatically members of Cambridge SU. Cambridge SU provides services and representation for all of its members to the University.

Some of the many services provided include the massive Societies Fair at the beginning of Michaelmas, the free mail service between colleges (mailbox is in the Porters' Lodge), minibuses available for private hire, attack alarms, free pregnancy tests and pregnancy

counselling, as well as the cheapest and most sophisticated photocopying in Cambridge. The Cambridge SU autonomous campaigns (Women's, LGBT+, International and Black and Minority Ethnicity, Disabled Students' Liberation Campaign) all represent and support any students self-defining as such. The new Student Support Service offers individual support and casework. Cambridge SU recognises the access problems that exist within Cambridge and aims to redress the imbalances in applications and admissions to our University.

Policy is made at the fortnightly Cambridge SU Council meetings. Anyone can speak at these meetings or bring up something in advance for discussion, but only certain representatives have votes. You can become involved in Cambridge SU through ECSU or by standing for election to sabbatical or committee positions. Visit the Cambridge SU website: [cambridgesu.co.uk](http://cambridgesu.co.uk) for more information.

### 3. ECSU Committee Contact Details

Name	Position	Email Address
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## OUTSIDE ACADEMIA

### 1. Clubs & Societies

The beauty of Cambridge is that, no matter what your interest or ability, there is a team or society for you. There is, of course plenty of opportunity for those of you whose interests do not involve getting muddy or doing things with balls.

#### a. Get Involved!

Whether you are a pro or a beginner there will be an opportunity for you to find a team suitable to your level. Any interest you have should be catered for, if not on a College level then on a University level. The College Freshers' Fair and the University Freshers' Fair (both held in the first week) are an opportunity to get a taste of what is on offer and sign up for things you are interested in. A few of the societies will also be putting on 'squashes' or taster sessions in the first couple of weeks to entice you to join!

#### b. Current Societies at Emma:

- Emma Asian Cultural Society
- Emma Mixed Lacrosse
- Emma FemSoc
- Emmanuel Video and Board Games Society
- Emmanuel College Badminton Club
- Big Thinks Club
- Emmanuel College Tea Appreciation Society
- Emmanuel College Association Football Club
- Emmanuel College Tennis Club
- Emmanuel College Netball (Mixed and Womens)
- Emmanuel College Christian Union
- Emma Green Ducks
- Emmanuel College Chess Society
- Emmanuel College Cricket Club
- Emmanuel Charities Society
- Emmanuel College Music Society
- Hemmerton Panthers (women's football)
- Emmanuel Boat Club (Rowing)
- Emma Hockey
- Emmanuel College Rounders Club
- Emmanuel College Squash
- Emmanuel College Cheese Appreciation Society
- Emmanuel College Swimming & Water Polo Club
- Emmanuel College Vegan Society

- Emmanuel College Basketball
- Emmanuel College Mountaineering Society
- Emmanuel College Pool society
- Emmanuel College Hedgehog society
- MedVet Society
- Emmanuel debates and discussions society
- Emmanuel College Volleyball
- Emmanuel College rugby
- Emmanuel College creatives
- Thomas Young Society

### c. What If?

There are also a number of subject-specific societies, which you automatically become a member of if you study that subject (MedSoc, for example). If you are passionate about something and there doesn't seem to be a group in College you can look outside College as there are hundreds of University-wide societies. If you still cannot find what you are looking for then why not set up your own society? ECSU can usually provide some funding to help you achieve this.

## 2. Life Outside College

### a. Shopping

There is so much to do in Cambridge that you should never be bored! There are a whole host of things to do, see, eat, drink, party at, sit around in, try your hand at and fall into outside Emma, so this can only be the briefest of introductions. You will have lots of fun discovering what you like and do not like about the place, finding your own favourite café, club, bookshop and pub. If you ever need to buy anything at the last minute, we are 5 minutes from the [Grafton Centre](#) and a stone's-throw from Lion Yard and the [Grand Arcade](#).

### b. Arts

- Theatre: Cambridge University has a vibrant drama scene, which includes the famous Footlights and the ADC Theatre, as well as smaller theatre groups and venues. The ADC is a really great way to get involved and there's always loads going on, with plays and shows every day.
- Cinema: There is a mainstream VUE cinema by the Grafton Centre and a more 'artsy' Picturehouse opposite Emma. Some colleges also show some of the biggest films of the year a few months after initial release, such as the St John's Picturehouse.
- Music: A lot of big-name bands stop by in Cambridge, usually playing at the [Corn Exchange](#) in the centre of town or Cambridge Junction by the train station. For smaller bands, including up-and-coming student groups, the Elm Tree, Portland Arms and other College bars are good.
- Other: [Cambridge Leisure Park](#) is an entertainment complex (near Homerton) which has a cinema (The Light), tenpin bowling, supermarkets and a range of

restaurants to suit all tastes. For daytime activities, watch out for exhibitions at Kettle's Yard, the Fitzwilliam Museum or the Museum of Archaeology and Anthropology (The MAA) - always worth a visit.

### **c. Eating Out**

Once Hall starts to bore you and you get tired of microwavable meals, you'll most likely sally forth to discover a wealth of good and cheap places to eat around Cambridge. Below are some options very popular with students!

#### **Restaurants**

- Nanna Mexico: on Regent Street, does delicious food for great value and has £5 burritos on Mondays.
- Also nearby: Zizzi's, Nando's and the Gourmet Burger Kitchen.
- Mill Road also has great independent food options, and there are a number of good restaurants at Quayside (near Magdalene Bridge).
- Emma students now get £1.50 off at Cambridge Crepes (opposite Sidney Street) 11am-1:30pm Wednesday - Sunday
- Vans of Life and Death, Gardenia: open at night, a popular post-club meal
- For pizza: there are Pizza Expresses on Regent Street and Jesus Lane, as well as a Franco Manca near Market Square and pizza pilgrims near sainsburys.

#### **Cafés**

- The classic Starbucks, Nero and Costa.
- Savino's: located just outside North Court gate (don't forget to ask for the Emma students' 10% discount).
- Indigo: Market Square; if you can get a seat it is a lovely place to meet a friend.
- The Locker: King Street; lovely space to work.

#### **To Take Your Parents**

- Giggling Squid: a firm favourite for fancy meals with your family located opposite the Corn Exchange.
- Cambridge Chophouse: King's Parade.
- For good café-brunch-restaurant places: Bill's, Fitzbillies and Aromi are all lovely.
- For sweet over savoury: Cambridge Fudge Kitchen (opposite King's college) offer free samples of their tasty treats.

### **d. Pubs & Bars**

Cambridge has a huge proportion of pubs per capita, allegedly the highest in Britain, from the tiny Free Press (beautifully kept beer, no mobile phones allowed) out the back of Emma to the gigantic Wetherspoon's, which claims to be the biggest pub in the UK, out the front. Emma bar still manages to beat all comers for value though! The Eagle (the haunt of Crick and Watson in years past) has bags of atmosphere but rather pricey drinks, and the Maypole down beyond the ADC does good cocktails for cheap prices.

### **Firm Student Favourites:**

- The Free Press: a tiny pub that has a lovely atmosphere and very friendly staff.
- The Eagle: former haunt of Crick and Watson, very atmospheric but drinks are pricey. Good garden with heaters so great for the winter months though.
- Wetherspoons: The Regal is right across the road from college. Drinks are cheap and has a dancefloor on Friday and Saturday nights, when it is affectionately known as 'dangerspoons'.
- For bars: head to La Raza for a varied wine (and pricey — but amazing — cocktails) list. Alternatively, there is the River Bar and Ta Bouche is also worth a look.

### **e. Clubs**

As far as clubs go, there are a few different regular nights. We have listed some of these below (entry prices can vary throughout the year):

- **Lola Lo's (or just Lola's)**
  - Tuesday: ABBA night
  - Wednesday: J-Rocks – £3 before midnight, £5 thereafter
  - Thursday: Let's Kill Disco, with chart music – £5
  - Sunday: Sunday Lola's – £6
- **Revolution**
  - 2 Tuesdays a term: Grandma Groove
  - Wednesday: Rumboogie, which is a very popular student night out.
  - Our college club reps will sell you these tickets, generally for £6.
  - Thursday: Fleek Thursday
- **Mash**
  - Wednesday: hosts Woo Wednesdays, which has a different theme every week. They will often give out stuff like free pizza and donuts!
  - ArcSoc events are often held here, which are very popular, and a fun opportunity to dress to a theme. These events generally happen twice a term.
  - Queer get down is hosted twice a term and is an inclusive student-run LGBT+ night.
- Some of the best places to go for nights out are the Colleges' own ents. Look out for 'super-ents' when multiple colleges organise an ent together.
  - Popular ents include Clare Cellars, Emma Ents, Robinson Bops and King's Ents. Again, check the student papers or the pigeonhole room noticeboard for details.

### 3. Sports Facilities

#### In Emma

- Squash courts and a table tennis room: available for booking all year round. In the summer, the Paddock is transformed into tennis and badminton courts, which you can book at the Porters' Lodge, where all the equipment is also available.
- Outdoor swimming pool: being one of the oldest pools in the country, it is unheated. Located in the Fellows' Garden and open for use at selected times during Easter term.
- Gym: by Parker's Piece, on Parkside. Has two running machines, two rowing machines, cycling machines and weights equipment. Membership is free but subject to attending an induction session. You can sign up for these sessions on the ECSU website. You can request additional inductions on the ECSU or ECSU Committee Facebook groups.
- Croquet and boules sets are also kept in the table tennis room for anyone to borrow by signing it out from the Porters' Lodge.



#### Outside Emma

- University of Cambridge Sports Centre: located at West Cambridge, it is open for membership to students, staff, alumni and the wider community! The West Cambridge site is also home to an Olympic standard gym and a range of other facilities, which you can read about on the website: [University of Cambridge Sport](https://www.sport.cam.ac.uk/)
- Public hard tennis courts can be found on Jesus Green and Christ's Pieces.
- Other gyms in Cambridge include a PureGym at the Grafton Centre, and one at Kelsey Kerridge across Parker's Piece from the College on Gonville Place.

- [Emmanuel College Sports Ground](#): Wilberforce Road (west of the city centre, past the University Library). It comprises tennis and netball courts and football, rugby & cricket pitches.
- [Emma Boathouse](#): situated on the river (across Midsummer Common).
- [Parkside Swimming Pool](#): just the other side of Parker's Piece (next to Kelsey Kerridge), and offers a good student discount if you show your CamCard.

#### 4. Ents

Emma is well known across the University for its Ents (entertainments), some of which are restricted to members of the College.

Bar Extensions (when the bar stays open until 2am) have a fancy dress theme (decided by the Bar Managers a week or so before) and are for College members only. There are usually two Bar Extensions in Michaelmas, two in Lent and one in Easter Term. The Bar gets decorated in line with the fancy dress theme and Emma students will keep you well entertained with their DJ skills (or lack thereof!).

Emma also puts on a variety of different events such as live bands, pub quizzes, open mic nights, comedy and jazz, most of which are held in the fantastic space of the Emma Bar. ECSU will be recruiting keen people to run a new Ents Team next year, so keep your eyes open for when the opportunity arises or contact the ECSU Ents Officers, George and Saff ([ents@ecsuo.org.uk](mailto:ents@ecsuo.org.uk)), to get involved.

#### 5. May Week

May Week – the time after all your exams, lectures and supervisions have finished – is described by many as the best time of the year, dedicated to garden parties, balls and events before the long summer break. Like many other Cambridge traditions, it can seem puzzling and slightly illogical at first glance. It is neither held in May nor exactly a week long: there are also some rather peculiar activities (such as the cardboard boat race on the River Cam) which take place.

May Balls are basically massive parties where everyone dresses up smartly (generally a black-tie dress code) and parties all night long. Colleges are transformed for the evening according to a theme; unlimited food and drink is provided and musicians such as Bastille, Aluna George and Chase & Status perform to keep you entertained – the price of your ticket covers all of this.

Some colleges offer a May Ball every year; we offer them biannually, alternating with something called a 'June Event'. They are less extravagant than balls and generally cheaper. We are scheduled to have a May Ball next year.

Another way to group them is by price/size, with Trinity, Magdalene and John's leading the 'premier league' on both counts! May Ball committees go to unbelievable lengths to give students the best possible value in all-night entertainment. Balls start between 8pm and 9pm ending with a 'Survivors' photo as the sun is rising.

There is no limit on the number of balls you can go to, although tickets for any ball are quite pricey – typically around £180 for a ticket (approx. £100 for a June Event) – so the depth of

your pocket is always a consideration. Emma offers its May Ball tickets at a reduced price if you're on the Cambridge bursary scheme. Working on a May Ball Committee is hard work but means you get free entry.

Do not worry if you consider the balls and events a bit pricey - there's no need to do any of these things and there is an opportunity to work at a ball, or work for half and spend the other half as a guest for free. Some people have been known to attend 4 or 5 balls in a May Week in this way!



## 6. Map of Cambridge



## GLOSSARY

**Access:** The campaign to promote equal opportunities for all students who might consider applying to Cambridge.

**CamSIS/CamCORS:** The online system that you log into via Raven to view your exam results and supervision reports (respectively).

**College Parent:** A student in their 3rd or 4th year at Emma who has volunteered to look after you when you first arrive (see 4. College Parents)).

**CRSid:** A sequence of letters and numbers that can uniquely identify you amongst all Cambridge University students; it is usually a combination of your initials and a random number. You use this to log in to University computer systems and it forms the first part of your @cam.ac.uk email address, which you will receive on arrival.

**CamSU:** Cambridge SU (Students' Union).

**DoS:** (Pronounced 'doss') Director of Studies.

**Downing Site:** Science site, directly to the west of Emma, with labs, lecture theatres and supervision rooms.

**ECSU:** Emmanuel College Students' Union.

**Ents:** Entertainments held in the College bar. These are organised by the ECSU Ents Officer and are held a few times each term. They range from visiting DJs to live musicians to charity pub quizzes.

**Hall:** The early sitting or 'Informal Hall' buttery/canteen where you will eat most of your meals. 'Formal Hall' is the later meal sitting which you book into on the Emmanuel website, requires you to wear your gown and is a waiter serviced 3-course meal.

**HSPS:** Human, Social & Political Science

**MML:** Modern & Medieval languages

**NatSci:** Natural Sciences student

**New Museums Site:** One of the science sites with labs, lecture theatres and examination rooms. The Student Services Building is also located here.

**NPR (Normal Period of Residence):** the 10 weeks that you pay for your room for each term (see Cambridge Calendar).

**The Paddock:** The big green field in the centre of College, where tennis is played and students sit outside in the summer.

**Pidge:** Pigeonholes, in the Post Room in Front Court.

**Plodge:** Porters' Lodge, found in Front Court (see Porters).

**Raven:** The log-in system used to access the Emma-only parts of the Emmanuel Raven website, as well various other Cambridge University websites, including the Library systems.

**Senior Tutor:** In charge of the day-to-day and long-term academic running of Emma (see Academic Life).

**Sidgwick Site:** The main Arts and Humanities site, where many lectures and supervisions are held, opposite Newnham College.

**Subject Parent:** A student in 2nd or 3rd year at Emma studying your subject. Assigned to answer any questions you might have relating to your course (see Academic Life).

**Supervisor:** An academic/PhD/final year student who actually teaches you, in 'supervisions' (see Academic Life).

**Tutor:** An academic & member of Emmanuel College there for your pastoral care and academic support (see Academic Life).

**Wilby:** Wilberforce Road sports grounds. Where Emma plays most home matches and never loses. A fortress.