

## Vitalis - HOUSE RULES

1. **Smoking** and handling with fire and naked light is strictly **prohibited** in all buildings!! Who carelessly activates the fire alarm system (smoke detectors on the ceiling) or abusively activates the fire alarm will have to pay the full costs of the run of the fire brigade (ca. 5000 € each alarm). Smoking is permitted **only** within a 3-meters radius away from the ashtrays **outside** of the buildings. For certain misbehaviours there will be charged a money fine: **spitting** on the premises: **5 €**, spitting inside buildings: **5 €**, **throwing chewing gum: 10 €**, **smoking inside the rooms: all the students living in the room pay 50 €**
2. For reasons of safety and hygiene it is not allowed to prepare hot or cold meals in the rooms. Water boilers and hot plates are not allowed inside the rooms. Food brought from home has to be stored in the refrigerator in the tea kitchen. When acting against this rule and **keeping perishable food inside the room**, all students living in the room have to pay **20 €**.

Prohibited items like **water boilers, not certified extension cables, etc.** have to be handed to the teacher by arrival.

3. The tea kitchen can only be used when the accompanying person (teacher) is present all the time and has to be locked afterwards. The room has to be left clean and tidy. It is not allowed to take outside the equipment (plates, cups, silverware). The record of attendance has to be filled in - control the room and don't forget to sign!
4. Waste has to be separated into glass, paper, plastics/packaging and metal. If not sorted correctly it has to be done afterwards. Times to bring out the trash are daily from: **07:15 - 07:45** and **16:15 - 16:45**. For hygiene products (tampons, condoms) there are small buckets in every bathroom. They can **not** be flushed down the toilet because they clog the waste water system.
5. It is forbidden to slide down the stair-rails, sit on or climb over window boards or other handrails.
6. During the entire time of the stay each student has to take care of his/her own belongings.
7. On the entire premises there has to be kept the peace at night between **22:00 and 06:00**. Regarding this rest time the shower should not be used during that time. Who causes noise without reason will be charged 100 €.

Bringing and drinking **alcohol** or the use of **drugs** is **prohibited to all people** on the premises.

The accompanying person (teacher) is responsible for the group during the entire time of the stay. The consumption of beer and wine is only permitted in the club of VITALIS and only on agreement with the teacher. If or not a group is allowed to consume is to be seen by the colour of the bracelet every student gets. When having and/or consuming alcohol inside the rooms, all the students living in the room pay **50 €**.

8. The club opens from Sunday to Friday 19:30 to 23:00, on Saturdays it is closed. It is not allowed to bring and consume own beverages. The consumption of alcohol is regulated by the colour of the bracelet. Smoking inside the club is prohibited. The instructions of the bar staff have to be followed.

9. After receiving the bracelets have to be worn at all times. When losing the bracelet it has to be reported in the office. The colour of the bracelet is decided by the accompanying person upon arrival.

Red - no alcohol, no lunch bag  
Green - alcohol, smoking, no lunch bag  
Blue - lunch bag

The bracelets are to be attached only by VITALIS staff and not given to the accompanying teachers.

10. When disturbing the domestic peace the VITALIS staff has the right to fine the students (see above mentioned fines).
11. Take care of your keys! When losing a key the students pay 20 € for the room keys, 20 € for the tea kitchen keys and 5 € for the key to the sport equipment.
12. In case of technical problems or the need of repair it has to be reported in the office (09:00 - 17:00). The students of a room are liable for intentional damage or destruction.

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13. The sports area can be used independently from 08:00 until 22:00. Each person has to take care that it is left clean and in order and that no one gets hurt. The keys for the lockers with the sports equipment are handed out to the accompanying person on the day of arrival.
  14. In the lockers there are to be found 1 football, 1 volleyball, 2 badminton rackets, 1 flight and 1 ball pump. All the kinds of sports are only to be carried out at the sports area. Please be kind to each other and avoid damages on people or equipment. Damages are to be reported immediately. If not, the group will be made liable for the damage (football 15€, volleyball 15€, rackets 15€).
  15. The fallow deer in the back of the premises can be looked at or taken pictures of **only** by small groups of quiet people. The distance to the fence has to be respected, do not cross the white/red strap. The fence is under voltage. It is strictly **prohibited** to **manipulate** the **fence** or **throw food** to the animals.
  16. The accompanying person (teacher) has a role model function and is asked to act according to that at all times. He/She is responsible that the group respects the rules of the house and is asked to control the group on a regular basis also in the late evening.
  17. We offer a laundry service to all our guests - it is strictly **prohibited to wash clothes inside the rooms (fine: 500 €!)**. We have a biological defecator which will be destroyed by the chemicals.
    - **private clothes:** leave the laundry with the kitchen staff on **Mondays until 09:00**, it can be picked up on Tuesday between 16:00 and 17:00 (**costs: 1,50€/1kg**)
    - **working clothes:** leave the laundry with the kitchen staff on Fridays until 16:00, it can be picked up on Sunday (**costs: 1,50**)
- Bed sheets** will only be changed when the group stays longer than 2 weeks. It has to be announced in advance on Fridays and can then be changed on Monday. Please bring the dirty sheets to the kitchen during breakfast and pick them up in the evening during dinner.
- Ironing** is only possible in the laundry room in the kitchen. It is not possible to borrow an iron. Please talk to the kitchen staff.
18. It is not allowed to manipulate the **TV** in the rooms. The OSD language has to stay in English and is not to be changed. It is possible to lend a remote control on pledge (20 €) when arriving. If the remote control is damaged the money will not be given back.
  19. **Kitchen** - it is prohibited to take food, silverware, cups, glasses and plates outside of the kitchen. The entrance and exit is marked on the doors. Without bracelet - no food!
  20. **Internet** - the wifi network is named „Vitalis-Skynet“, password: 12345678987654321.

**We ask all users to use the connection only for purpose of communication via Facebook, WhatsApp, Skype, etc. It is prohibited to download illegal content such as movies, games, music, etc.**