check in arrangements at Xenia

Reception opening times are:
Monday– Friday 09.00-20.30    Weekends: 10.00- 20.00.

Please be aware that you can only check in after 14.00

Please come to Xenia reception to check-in to your room; a member of staff will be able to direct you to your room as well as show you about the building.
When checking in you will receive a welcome pack, keys and entry swipe card. No porters service is available but directional signage for Xenia will be displayed.

Moving in equipment on sale @ Xenia:

> Limited numbers of new bedding packs will be on sale at £35 each (including sheeting, pillow and duvet).
> Limited UK adaptor plugs will be on sale at £5 each.

We are looking forward to welcoming you to Xenia!
Welcome to Xenia

We hope you have a pleasant stay with us at Xenia, whether it is just for a few days, a few weeks or the whole summer! Please take time to read the enclosed procedures, as during the summer the halls operate slightly differently than they do in term-time.

reception

The reception desk opening hours are as follows:

- Mon – Fri: 09.00 – 20.30
- Sat, Sun and Bank Holidays: 10.00 - 20.00

Xenia Reception: 0207 450 4601

check in / out

Check-in time is after 14.00
Check-out by 10:00
Please ensure that you have also completed the guest survey that you can find on this page. You could also nominate a member of staff for a WOW! Award.

www.imperial.ac.uk/student-hub/the-wow-awards/

communal facilities

- Ground floor sun deck
- Interior courtyard with barbeque
- Two student lounges with SKY TV
- Games room which includes pool table/ XBox and Smart TV
- Ping pong table
- Four study rooms with internet access
- Conference rooms available for parties and functions

personal facilities

In each bedroom there will be: a bed, lamp, phone, desk, chair and storage space. Furthermore, all rooms have internet connections and sockets. Bedding should be provided by you yourself, or can be bought in limited supply from the reception.

Each student is given access to one of our 17 kitchens, with lockable cupboards for storage, and all basic kitchen facilities including: a fridge-freezer, kettle, electric oven, electric hob, toaster and microwave. Kitchen utensils are not provided by Xenia, and as such you should provide your own.

www.chapter1.org.uk/xenia

For directions and maps please visit the following link:
www.chapters1.org.uk/map-and-local-area
security and safety

Access in and around the building requires a security swipe card that will be given to you upon arrival along with a personal set of keys for your room, kitchen cupboard and post box. A small charge will be incurred if you misplace or lose any of these items, and a replacement will be given as soon as possible.

24-hour CCTV is in place around the building to ensure that the safest possible environment for the staff and students.

The building has fire detectors in every room and multiple fire access points on each floor to minimise any fire hazard risk. The alarms are tested every Tuesday between 08.00 and 16.00 and should only last a couple of minutes. Every room additionally comes equipped with a detailed map outlining the closest fire exit route. As per our Fire Safety Policy, no smoking is allowed in or around our property.

maintenance and housekeeping

Student bedrooms are cleaned weekly by our cleaning staff. Kitchens and communal bathrooms are cleaned frequently throughout the week, and kept to the best possible standard. Each kitchen has a rubbish bin for both general waste and recyclables. You are, however, responsible for cleaning your own utensils, pots and pans.

Any defects or faults found throughout the building can be reported via email to: xeniafix@ch1.org.uk where it will be logged onto our system and dealt with by a member of staff.

Xenia comes equipped with industrial grade washing machines and tumble dryers, coin operated. Instructions on how to use the machines are detailed around the laundry room. If you encounter a fault with one of the machines, report it to reception or the email above so it can be fixed shortly.

postal arrangements

If you wish to have post delivered, please use the following address:
“Name”
Xenia Hall “Room Number”
2 Secker Street Waterloo
London
SE1 8UF

Post will usually be put into your personal post box. However, parcels and large post will be stored at reception until collected. You will be notified with a slip in your post box as to when such post has been delivered.

useful websites

Xenia Site: www.chapter1.org.uk/xenia
Imperial Accommodation: www.imperial.ac.uk/study/campus-life/accommodation
NHS: www.nhs.uk
Transport for London: www.tfl.gov.uk

Xenia Reception: 0207 450 4601
directions to Xenia from waterloo rail and tube station

On arriving at the station follow the exit signs to Waterloo Road, once on Waterloo Road, turn left out of the station and head towards the church (St Johns), walk along Exton Street and Xenia is located to the left on Secker Street.

London Waterloo is serviced by the Bakerloo Line, Jubilee Line, Waterloo and City and Northern Lines. These lines provide connections to all parts of the city, with the underground network being a quick and reasonably priced way to get around.

The following buses serve London Waterloo train station: 1, 4, 26, 59, 68, 76, 77, 139, 168, 171, 172, 176, 188, 211, 243, 341, 381, 507, 521 and RV1. At Waterloo station follow the directions above 'From Waterloo Station'.