



Guidelines for the use of PSQ Multi-faith Prayer and Meditation Rooms

P 1.1.27 Multi-faith Prayer and Meditation Room

P 1.1.24 Multi-faith Prayer and Meditation Room

1. General Purpose of the Multi-faith Prayer and Meditation Room

- The Prayer and Meditation Room will be used for personal and group Religious observance, Prayer and Meditation
- There is a permanent booking for most Islamic prayer times - if the Women's Prayer and Meditation Room is in use by a group, the Women's Room (PSQ 1.1.33, just along the corridor near the escalators) will be available for personal Prayer and Devotions.
- The rooms should be booked for Group Prayer, Meditation or Religious Observances through Chaplaincy. These are approved with the knowledge of the Chaplaincy Coordinator and the Executive Officer, Office of Student Participation and Success. All observances in relation to the main use of the space will be adhered to.

2. Code of Behaviour

- Eating and drinking will not occur within the Prayer and Meditation Room, with the exception of observance of religious practice and prayer, such as Holy Communion/Eucharist or Religious Meals. These should be booked through the Chaplain.
- Principles of practice relating to Prayer and Meditation will be observed
- All University policies and procedures relating to the use of space, conduct and discipline will apply to the use of the Prayer and Meditation Room

3. Fairness and Equality of Access

- The Prayer and Meditation Room will be available to any student, member of staff or visitor (on official business to the University)
- Staff and students of the University community who use the Prayer and Meditation Room have an equal right to access all facilities of the Prayer and Meditation Room. Shelving, noticeboards, storage areas are provided to house the resources used in different faith and meditation traditions. They are not for the exclusive use of any one person or group of users. Storage is managed by the Chaplain.

4. Events and Lectures

- The Prayer and Meditation Room will not serve as a club room for any student group. Meeting rooms for general student club business are available through Campus Life. Other University spaces are available for lectures and other special events. Bookings can be made through Campus Life. This will ensure that the Prayer and Meditation Room remains available for prayer and religious observance, which is its purpose.

5. Hours of Operation

- The Prayer and Meditation Room will be open for use from 8am to 8pm Monday to Friday
- Access to Prayer and Meditation Rooms outside of these hours is by swipe card
- After 12.00 (noon), Rooms are dedicated as being available for MEN or WOMEN. If a mixed group takes place, a close alternative space identified for personal prayer, such as the Women's Room (PSQ 1.1.33).
- Student and staff cards can be programmed upon request to Campus Safety and Security.
- **Please note** that access between the hours of 8pm and 8 am weekdays and on weekends, access is by swipe only

6. Security

- To ensure safety of all users of the building, it is the responsibility of Campus Safety and Security to ensure the building is secure on a daily basis. Campus Safety and Security use an automated system to unlock and lock buildings.

7. Cleaning

- As the Prayer and Meditation Room is a University space, it is the responsibility of Capital Works and Facilities to clean the room on a regular basis
- Cleaners are required under Work Health and Safety legislation to wear covered footwear while cleaning
- Washing facilities are provided. Please ensure consideration of others in their use.
- To facilitate cleaning, it is essential for users of the Rooms to return mats and other items to their storage places, to enable ease of access.

8. Room Decoration

- The Prayer and Meditation Room may be decorated with posters and artwork appropriate to an inter-faith space. Such items must not be permanent fixtures or result in damage to the fabric of the Prayer and Meditation Room. Therefore, posters and artwork must be easily removable (i.e. causing no damage to the walls).
- In several religious traditions, items that may be normal for some groups would be offensive to others, so the chaplain should be consulted before any item is placed on general display. Cloths or curtains may be used to cover any items during the observances of particular religious practices.
- Noticeboards and hanging hooks, provided by the university, may be used for posters or notices and hanging hooks may be installed in the Prayer and Meditation Room on request to the Office of Student Participation and Success.
- No alterations or repairs to the Prayer and Meditation Rooms are to be made without prior approval from the Office of Student Participation and Success. Please contact the Chaplain if you have a concern.

9. Mediation

- Any user or potential user of the Prayer and Meditation Room has the right to raise a concern about the use of the Room. This concern may be raised with Chaplains, Chaplaincy Coordinator, Executive Officer, Student Participation and Success or a Campus Life representative (if the matter is related to someone's role as a member of a student club). If the matter cannot be resolved, it will be directed to the Executive Director, Student Participation and Success or escalated via the University's grievance procedures.
- A list of names and contact details for the above will be maintained on the notice board

Contact details:

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