

Club Security Rules

1. It is the responsibility of every member to ensure that all the buildings are locked and secured before they leave.

If you don't have keys, please contact any of the security team for advice.

2. It is the responsibility of every member with keys to ensure that, if they are leaving the club premises, that there are still other persons or person present, with keys to lock and secure the premises after they leave.

If you are unsure who has keys, please ask the other people present. If you are the only person with the means to secure the premises you must lock and secure the premises before leaving.

3. It is the responsibility of the last person leaving the club to ensure that all buildings are locked with all keys returned to their appropriate storage place.

All alarms must be activated and functioning.

The alarms have sound indicators when they are set properly.

If there is no sound indicator there may be an error.

Check the display. If there is an error sign, press the tick button and try again.

If you still have problems please call the security team.

4. **It is a requirement of holding club keys, security tags, security codes etc to abide by these rules.**

The committee reserve the right to restrict the issue and holding of keys and security tags/codes based on adherence of these rules and guidelines.

The security of the club affects all members

SECURITY TEAM

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