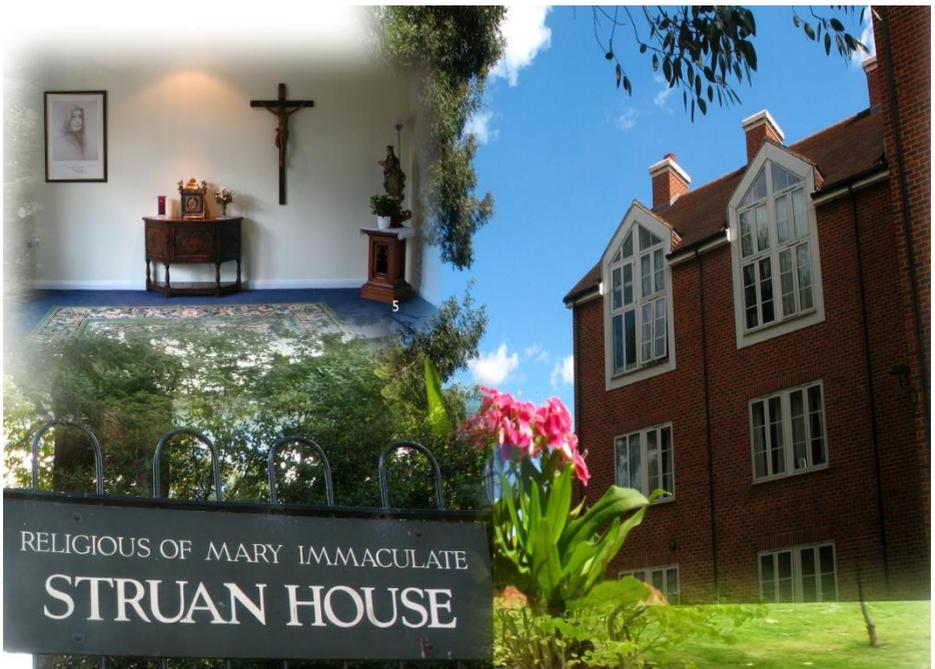


Religious of Mary Immaculate

Struan House

Welcome Guide for New Residents





The Congregation of Religious of Mary Immaculate was founded by Saint Vicenta Maria Lopez y Vicuña in June 1876 Cascante, Spain. She had wanted it so intensively in order to meet the young girls who were leaving home to go to town to find work there as family helper. In 1899 it was officially approved by the Pope as a Congregation of public vows.

Who are we?

We are the Religious of Mary Immaculate. Following our Founders' charisma, we answer to Christ's call through our life and apostolic mission and we live in Chastity, Obedience and Poverty. We live in a fraternal community and we share the Mission of Christ among the youth all over the world. The Congregation exists in four Continents, in 21 countries and more than 129 houses... All the houses for young girls... as you are...

Welcome to Struan House

“A HOME AWAY FROM HOME”

We hope that you will find your stay peaceful and enjoyable. The aim of Struan House is to be like a Home for you, so consequently we need your collaboration, creativeness and understanding.

We are open to listening and accompanying you in this time of your life. If you need to speak to someone, please do not hesitate to contact one of the sisters.

On your arrival

One of the sisters will accompany you to your room and provide you with all the information you might need. We will also ask for a verification of identity. You must also bring three passport sized photographs.

Security and access_ - Front Door

The front door is open from:

- Sunday-Thursday: 7.00am – 11.00pm
- Friday- Saturday until 12.00pm.

Struan House is closed after these times.

Once the Reception is closed, do not attempt to open the exit doors unless in case of an emergency; an intruder alarm and CCTV cameras are on surveillance after this time.

Residents will have their own bedroom door key. Residents are responsible for their own personal belongings and when they want to leave their room, even for a short period of time, they should always lock their doors and take their keys with them. When residents are leaving the building, keys must be left at reception and collected on return. A fee of **£40** will be charged for a replacement key, it is a registered secure key.

Night-Out Book / Visitors Book

Struan House has an Insurance policy that covers the residence but if you have not taken the necessary precautions, Struan house cannot be held responsible. Residents, who are staying outside the hostel, going on holiday or expect to be away, must sign out at Reception. Contact details must be provided, in case of an emergency. In addition, if for any reason, you are not able to return to the residence before closing hours, please inform one of the sisters calling 0208 788 9477.

Friends and relatives are welcome to visit. On arrival guests must sign in at Reception. We have visitors' rooms where all guests are welcome. Guests should not be taken to private rooms.

Regulations

Residents are expected to clean their own bedrooms and keep them tidy. Please do not make any changes whatsoever in your rooms without prior permission. This includes sticking anything on your walls. Only blue tack should be used only on the boards. All forms of toasters, candles, and incense burners are banned in the rooms. Any damage will be deducted from your deposit.

Residents are asked to bring and launder their own towels, bed sheets and pillow cases as we only provide them on your arrival.

Coin operated washing machines and tumble dryers are available in the residence and are obtainable at reception.

The consumption of alcohol and drugs in the House is strictly forbidden; consequently the resident will be asked to leave the house immediately if she does not respect this regulation. Smokers are only allowed to smoke outside the Residence.

The sisters will enter in the rooms when they consider it to be necessary.

Silence

For the well-being of all residents we ask you to keep noise levels to a minimum before 11pm. There should be no noise after 11pm. For the same reason we ask you not to use the lift after this hour in respect for the girls who are living in the rooms near to the lift. If you are disturbed by noise level, please contact a member of the team, who will solve the problem.



Common Rooms

Common rooms, especially kitchen and toilet facilities must be left as one would wish to find them.

You are also welcome to use the communal area which comprises two Chapels, Library, Classroom, Sitting rooms, Gym, and the Garden.

The kitchen should be left clean and tidy at all times. All utensils and food items should be kept in their relevant place. All residents share the responsibility of keeping the kitchen tidy. Therefore a cleaning rote is assigned to each person

If you wish to use the **Gym** facilities, please complete a form which is available at Reception and return it to the receptionist.

Struan House Library offers a large selection of books. For those who enjoy reading and wish to make use of the Library, please see the receptionist for keys. The dictionaries can only be used in the Library.

If you wish to play a musical instrument, you may use the **Classroom** which is opposite the Library.

Struan's Recycling Points

We aim to recycle as much as we can in order to have a greener planet. Items should be recycled in the appropriate recycling bag.

- The orange bags are for paper, magazines, newspapers, glass bottles, cans, tins, plastic bottles, tray, yoghurts pots and all drink cartons.
- The black bags for any remaining rubbish.
- Food waste should be recycled in the correct box.
- You are also able to dispose of any used batteries and stamps in the box at Reception.

Meals

Punctuality is required at breakfast.

Monday to Friday: 07:30am until 8:30am

Saturdays and Sundays: 8:30am-9:30am.

Please come to the dining hall, dressed appropriately and not in your pajamas.

There are two kitchens with dining rooms in the hostel so for hygiene reasons, it is forbidden to eat or store food in your room. It is also against the house rules to eat anywhere other than in the dining room or in the garden.

Telephones

A public telephone is available to make and receive calls, using telephone cards or coins. There is a pay phone situated on the third floor, in a booth,

near room 316. You can receive calls from outside the house through our main line, on 0208 788 9477 until 10.30 pm. The receptionist will call you through the speakers to take the call.

Post

You can receive correspondence at this residence. Please use the following address: 44 Augustus Road, Southfields, London, SW19 6NB.

Internet

Wi-Fi service is available in the Hostel. Please keep in mind our fair usage policy. Do not abuse the internet connection by using it to download large files such as music, films, etc.

Fees:

There is a non returnable **booking fee** of £50. Only on receipt of this payment is your place at the residence secured.

You must make a cash deposit of two weeks on your arrival. This will be returned to you on the day of your departure, subject to an inspection of your room by the Sisters.

Rent is payable weekly or monthly in advance using a bank transfer, direct debit.

You will be charged £20.00 if you want to change your room and for every additional night £25.00

Residents must give two weeks' notice of their departure; otherwise an extra week will have to be paid for.

Activities

The Residence offers a service, a place where the girls are welcome and encourage participating and acquiring global maturity with the help of a Christian conception of human life. All the activities, talks, parties,

celebrations, trips, seminars and so on are organized among the sisters and the girls in order to help them to be advocates about their growth while they are discovering their personal talents and orientating themselves positively.

Participation in the activities, in the life of the House **is required** in order to promote a family atmosphere, to make relations simple and sincere which help them feel as if they were at home.



Prayer & Eucharist

There are two Chapels in Struan House. The Chapels are open for use by everyone including residents of different faith. The Sisters also organize religious activities such as Taize Prayer, on Wednesday evenings at 9pm. The nearest Catholic Parish is Our Lady and St. Peter Catholic Church. 15 Victoria Drive, London, SW19 6AD, Tel: 020 8788 9603.

St Pauls, Church of England
120 Augustus Road, London, SW19 6EW Telephone 020 8788 2024

St Barnabas, Church of England,
144 Elsenham Street, Southfields, London, SW18 5NP, Tel: 020 8874 6530

Southfields Baptist Church ,
225 Wimbledon Park Road, London SW18 5RH, Tel: 020 8870 0309

Southfields Methodist Church, Durnsford Road.

Buddhist Temple, 14 Calonne Road SW19, Tel: 020 8946 1357

Baitul Futuh Mosque

181 London Road, Morden, Surrey SM4 5AE Tel:020 8687 7800.

Medical assistance

In case of emergency we suggest you contact the person in charge or a team member for help. In case of an emergency at night you can contact one of the sisters who reside in the first floor.

If you wish to be seen by a doctor you can register at our local surgery:

St Paul's Cottage Surgery, 144 Augustus Road, Wimbledon, SW19 6EW.

Enquiries and Appointment: 0844 477 3123. Out of Hours/Emergencies: 0208 602 6292

If you intend to stay at Struan House for more than a month, we would recommend you register with a GP. This is so that you can be seen by your GP straight away when necessary. It is more difficult to get an appointment if you have not registered.

The nearest hospitals are:

Queen Mary's Hospital (Roehampton) and **St. George's Hospital** (Tooting). If you take the **493** bus, this will take you to either Hospital.

The Emergency Number in the UK is **999**.

Resident Certificates

If you need a proof of address certificate, whether it is for the purpose of opening a bank account, for a library pass, when applying for a National Insurance Number or a Visa extension, Struan House can help you and give you one. For British residents under the age of 18, permission to stay at Struan House will be only agreed with a Parental Authorization Letter and personal interview with the parents.

Job opportunities

If you are looking for full or part-time employment you can contact the sisters. The local Parish also advertises basic jobs. For those of you who live outside the European Union and are looking for a job opportunity, you must be aware of a few restrictions under the British law. Please visit www.ukba.homeoffice.gov.uk for further information.

In Case of Fire

All residents and guests must immediately leave the building when the fire alarm sounds. For the safety of yourself and others, it is extremely important that you become well acquainted with the stairways provided in your building, and with procedures to follow in case of fire. Go to the nearest exit or stairway. Never use the lift. Once you're out, do not go back in for anything. The most important thing is that you get out safely. Please note that the meeting point in case of fire is outside, in the garden, in front of the Main Door.

Absences

There will be NO reduction in rent for absences during the year. At Easter and Christmas period, if you are returning home or travelling for no longer than one week, then you will have to pay half a week's rent. You start to pay the full rent on the second week. At the time of departure, please leave your room in the same condition as when you arrived, except for normal wear and tear. You should also return the keys to the administration officer.

Termination or drop out

Struan House will consider the co-operation and behaviour of the girls and in case the resident is not able to respond to the regulations as stated above she will be told to leave the house after one week notice.

Southfields Library

The nearest library is Southfields Library, just 5 minutes walk.
The address is: 300 Wimbledon Park Road, Southfields. London, SW19 6NL

Local Transport Connections

Day Buses Towards

493 Richmond -Wimbledon/Tooting
39 Clapham Junction -Putney Bridge
156 Vauxhall –Wimbledon

Night Buses Towards

N87 Aldwich Kingston

Tube

Southfields Station- District Line (Green Line) Towards Wimbledon is a 200m from Struan House.

Struan House, a Home away from Home... where a Joy and Warm Welcome are offered as a gift to all those who come...



The team at Struan House would like to thank you and to wish you a wonderful stay in our House! Cheers!

Struan House

44 Augustus Road
London SW19 6NB

Phone: (0044)-208 788 9477 / 208 394 5580
Fax no: (0044)-208 394 55 88

Email: struanhouse@maryimmaculate.co.uk

Web site: www.rmistruanhouse.altervista.org
www.religiosasmariainmaculada.org

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