



## Introduction

Thanks for your interest in this opportunity to work with us and be part of our Venues Guide. We are committed to working together with others in the city to help our students enjoy living and studying here in Sunderland.

## City Venues Guide aims to:

- Improve and promote the City's venues as safe and vibrant places for all students to meet and socialise.
- Build positive relationships and networks with venues, police and Sunderland City Council.
- Have a collaborative approach to resolving issues that affect student safety and wellbeing, such as personal safety and reporting incidents.

## Background information

Sunderland SU is led by students, for students. It is a registered charity and a company limited by guarantee. It's our mission to make our members' University experience valuable for life.

Around 12,000 students of all ages study at University of Sunderland here in Sunderland, from over 150 different nationalities with around 3,000 joining us last year. Compared to some other universities, a large proportion of Sunderland students already live in the region, with many commuting from their existing homes to study. In addition, there are also many British and international students joining us from all over the UK and the world.

## Organisational values and policies

1. Sunderland SU has values and organisational policies to which any organisation we work with must adhere to when working together, representing or carrying out services for us.
2. Our values are:
  - Innovation and energy
  - Fairness and equality
  - Empowerment and accountability
3. Our Equality and Diversity policy outlines our commitment to fairness for all and, in particular, our members, staff and volunteers, our workplace and our community.
4. We are committed to providing inclusive and supportive activities and spaces without fear of racism, sexism, homophobia, transphobia or any other form of discrimination. All students should be able to feel that they can participate and feel safe and secure without being subject to prejudice in any form.
5. To foster positive relationships with City venues, Sunderland SU will use City Venues Guide to help us find suitable venues for our student activities.
6. We would encourage advertising of events to carry a message around responsible drinking and not expect the primary focus of advertising to be around excessive alcohol consumption or cheap drinks promotions.
7. In addition we would encourage marketing materials to ascribe to the highest standards in terms of promoting equalities.

To be part of our City Venues Guide please complete all information requested on page 1 and 2 and send it to: Eleanor Farrington at [eleanor.farrington@sunderland.ac.uk](mailto:eleanor.farrington@sunderland.ac.uk) or [sunderlandsu@sunderland.ac.uk](mailto:sunderlandsu@sunderland.ac.uk).



## YOUR Venue

Venue name

Venue address

Venue contact number

Venue contact email

Venue description

Lead contact name

Lead contact number

Lead contact email

This information will not be shared with any 3rd party and your data will only be processed by Sunderland SU on matter related to your City Venues Guide placement as outlined in our Privacy Policy. In order to provide all students with the best experience of City Venues Guide, we will contact you in the future to gather feedback and will keep your details on record to contact you. Please confirm you understand Sunderland SU will contact you and keep your contact details on record. Tick to confirm ☐

Website link(s)

Logo link/artwork

Social media link(s)

Google maps link

Any other links?

## YOUR Venue pack

How many window stickers would you like us to send you?  (up to 20)

How many beermats would you like us to send you?  (up to 1000 per venue)

## YOUR Venue and Sunderland SU

- I understand and support the mission and values of Sunderland Students' Union.
- I will provide a named point of contact for all communications between my venue and the Students' Union.
- I will respond to queries for information and student feedback requests in a timely manner.
- I will ensure equality/non-discrimination principles are observed.
- I will ensure that the Students' Union responsible drinking and safety messages are observed.
- I will cooperate with Sunderland City Council, the police and emergency services on matters that relate to student safety.
- I can confirm I have full public liability insurance and risk assessments for all events / venues and be compliant with the law.
- Featuring in the guide does not give rise to any kind of agency, partnership or contractual relationship between the venue and Sunderland SU. The decision to feature a venue in the guide is at the sole discretion of Sunderland SU, whilst you have the right to request your venue to be removed from the guide at any time, Sunderland SU has the absolute right to remove your venue from the guide at any time and for any reason it sees fit. Under no circumstances will Sunderland SU be liable for any direct, indirect or consequential loss or damage or any claim whatsoever arising from or in connection with your venue being featured in the guide, including being removed from the guide. For the avoidance of doubt, this includes but is not limited to: personal injury; damage to property, damage to reputation, loss of profit, loss of business or goodwill and this applies even if the loss or damage was foreseeable.

By signing below, you are declaring you understand and agree to the terms above.

Print

Sign  Date



## YOUR Venue checklist

This venue has the following (Please tick all that apply to your venue)

- ☐ Equality and Diversity Policy
- ☐ Customer Feedback and Complaints Policy and Procedure
- ☐ Customer information and guidance on display about how to report a crime
- ☐ Challenge 25 Policy
- ☐ Trained and licensed security staff
- ☐ Wheelchair access throughout the venue
- ☐ Hearing loop available
- ☐ Accessible toilet(s)
- ☐ Gender neutral toilet(s)
- ☐ Allocated quiet area for first aid or other customer medical needs
- ☐ Safe indoor/outdoor space for customers waiting to get home
- ☐ Baby changing facilities and breastfeeding friendly
- ☐ Student discount available
- ☐ Cheap entry for students (if applicable)
- ☐ Student friendly menu
- ☐ Kid's menu
- ☐ Free drinking water available at all times
- ☐ Good customer service
- ☐ Friendly staff
- ☐ Staff have disability awareness training
- ☐ Large tables for student groups
- ☐ Free Wi-Fi
- ☐ Power points available
- ☐ Student staff
- ☐ Public transport links within 5mins
- ☐ Space to hire for student events or activities

Is there something we've missed that you think students would like about your venue?  
If you install new facilities or your offer changes let us know.

Let us help you promote your venue to students, follow us and tag us in your social media posts and we'll share your stuff\*!

Facebook: @sunderlandsu | Twitter: @sunderlandsu | Instagram: @sunderlandsu

Hashtags: #SunderlandSU | #cityvenuesguide

Check out [sunderlandsu.co.uk/cityvenuesguide](https://sunderlandsu.co.uk/cityvenuesguide) for top tips and downloadable resources for your venue!

\*the Students' Union will share appropriate content from your page which are deemed appropriate for our target audience, support our mission and values and are in line with our policies (including Social Media Policy).