

Hall Orientation Guidelines
Submission to the Committee on Halls

1. The University has established the following four principles in relation to hall orientation programmes:
 - a) the main objective of hall orientation programmes is to assist and to facilitate residents¹ transition into a new living and learning environment;
 - b) organizers of hall orientation programmes should recognize residents' priority in their academic programmes;
 - c) no penalty or pressure should be imposed on residents for incompleteness of any part of the orientation programmes; and
 - d) at no time during the orientation programme and the period in residence should the dignity and right of an individual be infringed upon.

2. The aims of the Orientation are:
 - a) to enable new hallmates² to experience hall education
 - b) to orientate new hallmates to ways of learning, behaving and living that are conducive to the development of the attributes of HKU graduates as set out in the six educational aims of HKU (Annex 1),
 - c) to enable new hallmates to formulate clear and realistic academic and personal goals and expectations of university learning and hall life,
 - d) to enable new hallmates to handle changes to their personal and academic lives and multiple demands in the University, and to prioritize their commitments, including those to Hall; and
 - e) to help new hallmates to adapt a lifestyle in Hall and University that is conducive to their psychological and physical wellness.

3. The Orientation consists of a good mixture of social, intellectual, cultural and sport activities both inside and outside the Hall. Safety and health are concerns of utmost importance.

4. All orientation activities are accessible by and available for all students (local, nonlocal, undergraduates and postgraduates all included). In re-admission, there are reasonably attainable alternative ways to make up for the merit score assigned to participation in the Orientation if a new hallmate decides not to join the Orientation.

5. The University and Hall Students' Associations work in partnership to achieve the aims of the Orientation.

6. Dates of the Orientation
All orientation activities (including hall, floor, and unit activities and room visits) should not cause any detriment to academic study. If the Orientation is to be extended beyond the start of teaching, the Warden and Students' Association should consider such decision very

¹ In case of non-residential halls, "residents" refer to "members".

² "New hallmate" in this document refers to a student who participates in hall orientation for the first time. S/he may be a new member or a current student who did not join the Orientation when s/he first joined the hall.

carefully and do so with strong justifications.

7. Health, Safety and Well-Being³

New hallmates have adequate rest time and free time every day. Hallmates should be reminded to avoid prolonged fasting and dehydration.

- a) Sleep needs vary by age and individuals. Sleep is considered to be adequate when there is no daytime sleepiness or dysfunction. Nevertheless, over fatigue might result in having trouble go to sleep. Average amount of sleep required by adults is 7-8 hours per day.
- b) It is also suggested to have a continuous 10-12 hour daily rest period for all students (including the sleep hours), in addition to meal breaks and small breaks during the programme.
- c) Our bodies need energy and water to function properly. Whilst allowing some variations, three meals per day are recommended. Drink water regularly during physical activity with sweating and drink liberally to quench thirst.
- d) Other than minor accidents and illnesses, seeking medical treatment is recommended. If the condition could become worse or life threatening on the way to the Accident & Emergency Department or it needs the skills or equipment of paramedics or emergency medical technicians, call an ambulance immediately and inform the warden/senior tutors simultaneously.

8. Duration of Activities

No single activity spans a long period of time. Breaks between each session are encouraged.

9. Physical Activities

- a) All organisers of orientation activities are provided a package of safety precautions in physical education (Annexes 2, 3 and 4). All physical activities must follow the relevant safety precautions. No activity requires excessive physical exertion or imposes a heavy physical demand on new hallmates.
- b) Each new hallmate signs a health declaration form. New hallmates with valid health concerns are exempted from physical activities.
- c) Qualified first-aid personnel must be present at all physical activities.

10. Respect for New hallmates

- a) The Orientation does not involve ragging, scolding (private or public), embarrassment, or humiliation of any new hallmate. Comments should not infringe on the dignity of any new hallmate.
- b) The Orientation should not infringe on the personal properties of any new hallmate.

11. Psychological Stress

- a) No orientation activity sets a target that is beyond reasonable reach of new hallmates.
- b) No excessive psychological or mental stress is imposed on new hallmates through

³ A review of the 47 incidents reported to the Committee on Halls from 2013 to 2017 showed that 33 (70%) were medical illnesses and 14 (30%) were accidents. Common medical illnesses were fainting (13 [28%]), muscle strain and/or ligament tear (7 [15%]) and breathlessness (5 [11%]). Serious medical illnesses such as heat stroke (3 [6%]) and rhabdomyolysis (1 [2%]) were uncommon. There was greater variability in accidents, with sprained ankle (5 [11%]), and slip and fall injury (3 [6%]) being more common.

prolonged activity.

- c) There is no coercion on new hallmates to participate in any orientation activity or pressure on them to conform to certain views or behaviour.
- d) Challenging tasks, if any, should be incremental. Adequate briefing as well as thorough and appropriate debriefing should be provided. New hallmates should be given the choice to opt out anytime.

12. Balance Between Academic and Hall Activities

- a) New hallmates choose freely and are allowed to join academic activities including lectures and tutorials, official orientation or induction activities of the University and Faculties during the Orientation.
- b) Academic elements may be included in room visit.

13. Involvement of Wardens/Tutors

- a) Each Hall sets up a Monitoring Group. The Monitoring Group includes Warden and Tutors and student representatives, with the staff to student ratio at 1:1. The Monitoring Group is to ensure the proper implementation of these guidelines taken into consideration of the specific circumstances of each Hall.
- b) All orientation activities must be approved by the Warden before execution.
- c) The Warden may apply the provision of Clause (b) of H2 Administration and Hall Rules of the Regulations Governing Halls⁴ according to the specific circumstances of the Hall.

14. Reporting of Special Events or Emergencies

- a) The Warden/Senior Tutors provide all students with an emergency phone number.
- b) The Warden must be informed in writing immediately of the following incidents: injuries, serious illness (including flu, fever and food poisoning), visit of students to the University Health Service (UHS)/emergency room/private doctor, hospitalization, and withdrawal from the Orientation.
- c) The Warden informs the Dean of Student Affairs and Director of UHS in case of hospitalization or cluster of health problems.

15. Feedback Channels for New Hallmates

- a) Each new hallmate is assigned to a tutorial staff during the Orientation. The staff member is available for direct contact with his/her new hallmates during the Orientation.
- b) The Warden/Senior Tutors hold daily office hours during the Orientation for new hallmates to drop in.
- c) New hallmates may meet with the Warden/Senior Tutors during the Orientation.
- d) The Warden/Senior Tutors communicate with every new hallmate who quits the Orientation.

16. Dissemination of Guidelines

- a) All current students must be aware of and observe the principles and guidelines of the

⁴ Clause (b) of H2 Administration and Hall Rules of Regulations Governing Halls reads:

The Warden may make such rules additional to these Regulations as may appear to him to be necessary for the maintenance of good order and discipline in the Hall. These rules shall be effective from the time of their posting on the principal notice board of the Hall; shall be formally communicated by the Warden within twenty-four hours of posting to the Committee on the Hall Association as defined in H3; and shall be subject to subsequent approval by the relevant Senate Committee (Note: H3 is on the composition and constitution of the Hall Association).

Orientation.

- b) The Warden reiterates the principles and guidelines of the Orientation to all new hallmates on the first day of the Orientation.
- c) The principles and guidelines of the Orientation are printed in the Orientation handbook.
- d) CEDARS organizes a workshop to advise organizers of the Orientation on these Guidelines, including the health (physical and psychological) and safety issues, and other issues mutually agreed upon by both parties.

17. Evaluation Mechanisms

The Warden and Students' Association conduct formal and systematic evaluation of the Orientation at its conclusion. The evaluation consists of at least one form of anonymous feedback (e.g., questionnaire survey).

April 6, 2011

June 28, 2018

HKU Educational Aims

The new undergraduate curriculum at HKU is designed to enable our students to develop their capabilities in:

- Pursuit of academic/professional excellence, critical intellectual enquiry and life-long learning
- Tackling novel situations and ill-defined problems
- Critical self-reflection, greater understanding of others, and upholding personal and professional ethics
- Intercultural understanding and global citizenship
- Communication and collaboration
- Leadership and advocacy for the improvement of the human condition