



Jesus College Oxford

Jesus College Chapel Usage Policy

This policy provides information about the use of Chapel at Jesus College, Oxford. This space exists alongside the Multifaith room in order to enable members of Jesus College to hold and practice their religion or belief at College.

1. The College's Aims with regard to Equality and Diversity

Jesus College aims to provide an inclusive environment which promotes equality, values diversity and maintains an environment in which the rights and dignity of all its students and staff are respected.

As part of this commitment, spaces for prayer, reflection, and quiet contemplation are offered in College.

2. Spaces available

Chapel (First Quad, Capacity 135)

Multifaith Room (Cheng Building, Capacity TBC)

Prayer Room (Staircase XVIII, Capacity 1)

3. Access and Booking

Ordinarily, Chapel will be open for prayer, reflection and quiet contemplation 24h a day, without prior booking. The Prayer Room can be accessed in situations where Chapel is unavailable, but an individual requires a place to pray.

3.1. Chapel Booking Policy

Chapel may be booked for the following purposes, subject to the agreement of the Chaplain & Interfaith Coordinator:

1. Religious services/events in any Christian tradition.
2. Arts events (music, poetry, theatre etc.).
3. Speaker events relating to religion or belief, or to the arts.
4. Discussion groups relating to religion or belief, or to the arts (e.g. Bible study groups).
5. Access to the John Wellingham Organ Studies Library (for registered Readers).
6. Individual or group music practice.
7. Other events as agreed by the Chaplain & Interfaith Coordinator.

In order to arrange an event, please contact the Chaplain & Interfaith Coordinator in the first instance to discuss your event and gain approval.

In order to access the John Wellingham Organ Studies Library, or to book Chapel for music practice, please contact the Chaplain & Interfaith Coordinator in the first instance to be added to the relevant list of those with permission. Following this you will be able to book Chapel using the room booking system on the Intranet.

3.2. Staircase XVIII Prayer Room Booking Policy

The prayer room on Staircase XVIII is only intended for use by those needing space for prayer when the Multifaith Room is booked for another event. Fob access can be arranged by contacting the Chaplain & Interfaith Coordinator.

4. Rules for use of space

All Members of College using Chapel must respect these rules:

1. Please leave Chapel as tidy and accessible as you found it.
2. Items with a particular worship or devotional use (e.g. the altar and communion table in Chapel) may not be used for any other purpose.
3. Please do not add or remove items of furniture.
4. If you bring personal items into Chapel, please take them away with you afterwards.
5. Please do not display any posters or leave any flyers or leaflets without permission of the Chaplain & Interfaith Coordinator.
6. Please respect the quiet and privacy of others both in and around Chapel.
7. Chapel is a shared space – please do not prevent others from using Chapel for long periods of time.
8. Candles may only be used for specific worship purposes, and only in designated spaces, after prior agreement with the Chaplain & Interfaith Coordinator.
9. Incense may only be used in Chapel with the supervision of the Chaplain & Interfaith Coordinator.
10. Food and drink may be consumed in Chapel under the following conditions:
 - a. Events involving food and drink have prior approval of the Chaplain & Interfaith Coordinator.
 - b. Alcohol may only be consumed for specific sacramental purposes (this rule may be waived in certain circumstances for events in Chapel, but only with the explicit permission of the Chaplain & Interfaith Coordinator).
 - c. Food provided must be meat free.
 - d. No hot food is allowed.
 - e. Any spillage or mess is dealt with immediately.
11. College members organising events with external speakers should ensure that they do so in conversation with the Chaplain & Interfaith Coordinator and the College Prevent Leads, and in accordance with the *Jesus College Code of Practice for the Protection of Freedom of Speech*.

5. Review schedule

This policy will be reviewed in Trinity Term each academic year.

The continuing use of the Staircase XVIII Prayer Room will be reviewed once the Multifaith Room has been in active use for a year.