



### Context and Purpose

Multi access suites have been established in University libraries and are available for members of the university community to use to assist them with activities or responsibilities, unrelated to work or study, that require privacy.

The room is a quiet and private space where a member of our university community may see to post-natal arrangements, attend to medical or psychological needs, and/or seek the privacy of a partitioned off area (e.g., for religious reasons).

The multi access suite provides a baby change table, hot and cold water, a microwave, and waste disposal facilities.

### Responsibility

#### Members of the university community:

- > must respect the privacy and dignity of others.
- > must maintain appropriate standards of hygiene and cleanliness.
- > retain ultimate responsibility for the supervision and safety of children in their care.
- > should not leave personal belongings in the room. Any items left will be removed, and disposed of after 30 days, to ensure the cleanliness and safety of the room.
- > are responsible for identifying any risks when using the facility and should contact FM Assist on the campus.

#### Facilities Management Unit:

- > will facilitate student access to multi-access suites, as requested by the Student Engagement Unit (SEU).
- > via [FM Assist](#), will ensure that the multi access suites are maintained at the appropriate level of hygiene and cleanliness, performing an end of the day check each day.
- > via FM Assist, will provide timely feedback to the Safety and Wellbeing Team of any operational concerns.

#### Library:

- > will provide timely feedback to FMU about any operational or other concerns.
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### Guidelines

1. A multi access suite is located in the library of each metropolitan campus as well as the UniSA Whyalla campus, and a modified version is located in a designated off-campus location at 101 Currie Street, Adelaide.
2. The on-campus suites are electronically controlled and will require a swipe card to be accessed. The suite at 101 Currie St is a bookable space.
3. UniSA staff automatically receive access to use all multi access suites on their **Staff ID**. If you are unable to gain access, please contact [FM Assist](#) on your campus.
4. Members of the university community requiring once-off access should be referred to [FM Assist](#).
5. Any person who misuses the multi access suite may have their access to the suites revoked.

### Further Assistance

6. Staff may contact the [Safety and Wellbeing](#) team, or email [hsim.safetywellbeing@unisa.edu.au](mailto:hsim.safetywellbeing@unisa.edu.au), for matters related to the multi access suite.