

A College of Higher Education  
accredited by Lancaster University

St Martin's College, Bowerham Road, Lancaster LA1 3JD

[www.ucsm.ac.uk](http://www.ucsm.ac.uk)

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# Beyond 9 to 5



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Learning and Information Services  
Hospitality and Campus Services  
Student Development and Advisory Service  
Sport and Recreation  
Information and Communication Technology  
Services  
Estates

**St Martin's College**  
Services Beyond 9 to 5

# Beyond 9 to 5

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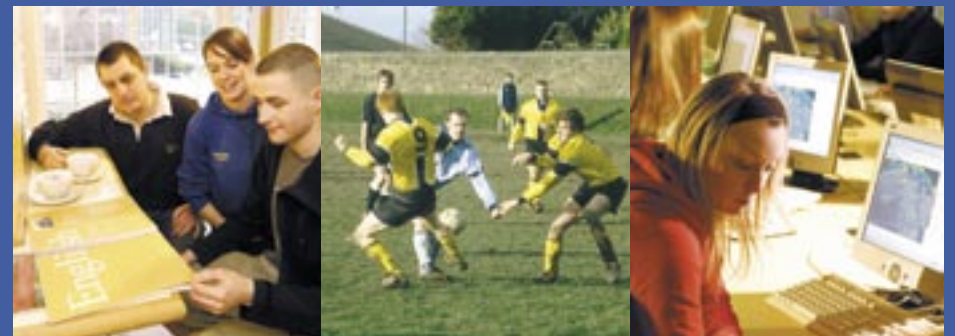
**On campus after 5pm or want to get some work done during the evenings and at weekends?**

**Or meet up with friends?**

**Or get some help with your studies?**

**Or access online learning resources?**

The College is changing its service profile in order to increase access to its facilities specifically for busy student lifestyles. This guide gives a brief overview of services.



## Learning and Information Services

Our friendly staff offer you a wide range of convenient library, IT, media and study facilities relevant to your needs:

- Lending Services - learning resources, media • Study spaces
- Helpdesks and enquiry points • DVD & video playback service
- PCs and network access • Student induction by appointment
- Student printing • Sales of resources • Advice and referral
- Photocopying services • 24 hour access IT rooms
- Student skills development - teaching, training, ICT support, databases, information fluency
- Access to user guides, electronic and print material
- Telephone enquiries, renewals line and assistance

Opening Hours Peak time:	Ambleside	Carlise	Lancaster
Mon-Thurs	08:30-21:45	08:30-20:45	08:30-20:45
Friday	08:30-17:00	08:30-17:00	08:30-18:00
Saturday	12:00-17:00	12:00-17:00	12:00-17:00
Sunday	12:00-17:00	12:00-17:00	12:00-19:00

Times above are term-time only. At other times, please refer to your campus Helpdesk or the LIS website for the latest information and updates.

Visit our website: [www.ucsm.ac.uk/lis](http://www.ucsm.ac.uk/lis)



Contact Details:	Ambleside	Carlise	Lancaster
Email	libamb@ucsm.ac.uk	libcar@ucsm.ac.uk	liblan@ucsm.ac.uk
Telephone	015394 30274	01228 616218	01524 384588
Fax	015394 30371	01228 616263	01524 384588
Helpdesk	015394 30317	01228 616270	01524 384408
SMART Renewals Line (24 hours) 0845 602 6124			

The Learning Gateway at Carlise is open for all your learning needs, whether you wish to use a laptop, meet friends or work quietly. LIS provides:

- Wireless network with laptops for loan anywhere in the Gateway
- Individual and group seating areas • Refreshment (vending) and bar seating
- Scanning, printing, portable Video Conferencing, resource areas
- Social learning space - comfortable seats and informal groupings
- Touchdown space for short stay • Presentation areas • Network services

A new Learning Gateway staff team has been recruited to assist students in this new environment.

Why not visit us on the Learning Gateway webcam:

[www.ucsm.ac.uk/lis/learninggateway](http://www.ucsm.ac.uk/lis/learninggateway)

or if you live or study in or near Carlise, please pay us a visit.

You can book the flexi-rooms by following the links on the LG website, telephoning: 01228 616188 or emailing: [learninggateway@ucsm.ac.uk](mailto:learninggateway@ucsm.ac.uk)



## Ambleside

### Reception Desk

The main Reception Desk in the Scale How building is staffed by a member of our Reception team until 7.30pm, seven days a week. The Receptionist on duty should be able to help and advise you and take messages for members of the team.

(Night Security staff are based in Reception from 7.30pm until 7.30am and will deal with any emergencies that may arise).

### Catering

The Smartis Bar and the Scale How dining room are both open until 6.30pm for the sale of beverages, sandwiches and full meals during term time. Out of term, most services close at 4pm unless by prior arrangement.

Pre-ordered catering is available by arrangement.

## Carlisle

### Catering

**Skiddaw Dining Room** - Open from 8.30am to 2pm, serving breakfasts until 11am, lunch from 11.30am-2pm. We offer a variety of hot food, sandwiches and healthy snacks freshly prepared each day.

**Calva Bar** - Open 10am-11pm, Monday-Friday, 7pm-11pm Saturday, 7pm-10.30pm on Sunday. Coffee and alcoholic refreshments are served, plus lunches from 12.00noon to 2.00pm. We offer a variety of hot food and snacks which are cooked to order. Evening meals are served for resident students between 5.00pm and 6.00pm and can be pre-booked by non residents.



Vending Machine Location	Snacks	Drinks		Times
		Hot	Cold	
Blencathra - Ground floor	-	✓	✓	8am-6pm
Bowscale	-	-	✓	24 hours
Learning Gateway - Ground floor	-	-	✓	8.30am-8.45pm Mon-Thurs, 8.30am-4.45pm Friday, 12 noon-4.45pm Sat-Sun
Sports Hall - entrance	-	-	✓	8am-10pm Mon-Fri, 10am-6pm Sat-Sun
Students' Union, Skiddaw - Ground floor	✓	✓	✓	8.00am-7.45pm Mon-Fri, 1pm-4.45pm Saturday, 12 noon-5pm Sunday

## Lancaster

### Reception Desk

The Lancaster main reception desk is situated in the Library Entrance Foyer and is open 24hours a day 7 days a week. Between the hours of 7.30am & 7.30pm the friendly face of the day reception team will help and advise you with any problems. Between the hours of 7.30pm & 7.30am the reception area is manned by night security who are also there to help and assist.

### Catering

The Smart Choice dining room and the Top End are both open until 6.30pm serving a variety of beverages, fresh sandwiches, snacks and full meals during term time. The Social Bar is open until 11pm, selling snacks and sandwiches.

During vacation-time other services are partially open, depending upon demand. Cafe Martineau is open until 3pm Monday - Friday out of term.

Location	Snacks	Drinks		Times
		Hot	Cold	
Dining Room	✓	✓	✓	12pm-1.30pm, 5pm-6.30pm Mon-Fri
Lancaster Room	✓	✓	✓	8am-2pm Mon-Fri
Top End	✓	✓	✓	10am-2pm, 4.30pm-6.30pm Mon-Fri
Martineau	✓	✓	✓	8.30am-5.00pm Mon-Fri
Social Bar	✓	✓	✓	9.30am-11.00pm Mon-Fri
Vending Machine Location				
Sports complex	-	✓	✓	Open 24 hours
Dalton building	-	✓	-	Open 24 hours
Alexander building	✓	✓	✓	Open 24 hours
Link building	✓	-	✓	Open 24 hours
Ashton Road campus	✓	✓	✓	Open 24 hours

**At each campus we take a one-stop-shop approach to meeting your needs. You may want financial advice; information about a loan; want to know about your career options; enhance your academic skills; or wish to make an appointment to see a counsellor.**

We can do all of this and a lot more. SDAS offers a wide range of services - we are far more than a problem-solving service!

Drop-in, call, fax or email one of our one-stop shops to find out about:

- How to budget effectively, apply for grants and loans
- Researching, planning and preparing for life beyond College and career options
- Finding a part-time job or securing child-care or both
- Signing up for an academic skills workshop
- Your entitlement as a disabled student or a student with a learning difficulty
- Working through a personal difficulty or joining one of our well-being groups
- Peer-mentoring and support • Visa/immigration assistance
- Student complaints, bullying, harassment or the Student Code of Conduct
- Join the Buddy Scheme for International Students



There are a number of activities running during the evenings by arrangement, such as Academic Skills development sessions, counselling and residence life events.

**Contact the One-Stop Shop for details**

Contact Details:	Telephone	Fax	Email
Ambleside and Barrow students - SDAS, Ambleside, is based in Little Barn	015394 30361	015394 30361	sdasambleside@ucsm.ac.uk
Carlisle and Whitehaven students - SDAS, Carlisle, is based on the ground floor of Blencathra	01228 616225	01228 616231	sdascarlisle@ucsm.ac.uk
Lancaster and London students - SDAS, Lancaster, is based on the second floor of the Library (Zone3)	01524 384263	01524 384198	sdaslancaster@ucsm.ac.uk

**SDAS Opening Hours:**

**Ambleside**

9am-6pm Monday to Thursday  
9am-5pm Friday

**Carlisle**

9.15am-5pm Monday  
9.15am-6pm Tuesday & Wednesday  
9.30am-5pm Thursday  
9.15am-4pm Friday

**Lancaster**

8.45am-7pm Monday to Thursday,  
8.45am-5pm Friday

With the exception of Carlisle, during vacation periods, opening hours are from 9am-5pm, except by arrangement.



## Sport and Recreation

There are many opportunities for you to take part in sport and recreation at St Martin's. You can:

- Join a sports club
- Participate as an individual or with a group of friends
- Take advantage of numerous coaching opportunities to gain qualifications and experience

The facilities at each campus are as follows:

### Ambleside

- Climbing Wall
- Multi purpose sports hall
- Fitness suite
- Football pitch
- Dance studio

### Carlisle

- Multi-purpose sports hall
- Fitness suite

### Lancaster

- Multi purpose sports hall
- Fitness suite
- Football pitch
- Tennis courts
- Squash courts
- Floodlit artificial turf pitch
- Performance laboratories
- Gymnastics area
- Sports injuries clinic

### Contact numbers

Ambleside Sports Centre      015394 30210  
 Carlisle Sports Centre        01228 616006  
 Lancaster Sports Complex    01524 526526

Opening Hours - Term-time:	Ambleside	Carlise	Lancaster
Mon-Fri	12:00-21:30	08:00-22:00	08:00-22:00
Saturday	12:00-17:00	10:00-18:00	08:00-20:00
Sunday	Closed	10:00-18:00	10:00-22:00
Opening Hours - Out of term-time:	Ambleside	Carlise	Lancaster
Mon-Fri	Closed	08:00-22:00	08:00-22:00
Saturday	Closed	10:00-18:00	10:00-18:00
Sunday	Closed	10:00-18:00	10:00-18:00

## ICT Services

ICTS is committed to the planning, control and support of a modern, robust suite of services for both students and staff alike. ICTS will continue to develop an infrastructure which is fit for the purpose of delivering the broader academic, business and strategic objectives of St Martin's College. ICTS is committed to high service levels and continuous improvement.



## Estates

### Car Parking

Charges apply until 6pm on all campuses. Between 6pm and 8am parking is free (regulations continue to apply - refer to parking policy for further information).

### Security

Security personnel patrol each campus during evenings and can be contacted should assistance be required at the Security lodges at Carlisle, and at main reception at Ambleside and Lancaster.

