

TELEPHONE NUMBERS

Phone numbers of emergency services etc are displayed in the Centre and in the Residents Handbook which is made available to groups on their arrival.

Smoking is prohibited in all areas of the building and surrounding grounds.

Animals (other than Guide or "hearing" dogs) are not permitted in the building.

HEATING

Oil fired central heating.

DRYING FACILITIES

Drying rooms available in both the Male and Female toilet areas.

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INSTRUCTIONS TO USERS

You are bound to abide by the advice given by Centre staff, concerning the accommodation and facilities.

Dormitories should be locked when not in use.

The Moray Council will not accept responsibility for loss or damage to any personal property or equipment, during your stay.

During your stay you are required to keep the premises clean and tidy.

Particular attention must be given to all areas related to food preparation and storage.

Please use lighting as if it were your own. Switch it off when not in use or you leave the building.

GRAFFITI

Graffiti is ugly and unnecessary. Groups will be charged for the removal of any left after their stay.

IN CASE OF EMERGENCY

- a) Major problems arising within the building - see instructions in handbook given to you on your arrival.
- b) Other problems contact a member of staff – see handbook for contact details.

FIRE REGULATIONS

Copies of fire regulations, evacuation procedures and floor plan showing location of fire exits, fire extinguishers and alarms will be sent to you with the booking forms. On arrival your designated group leader(s) will be shown the location of fire exits, extinguishers, assembly area etc.

It is the responsibility of Group Leaders to inform their members of the position and type of fire fighting equipment and the location of all fire exits and assembly areas, in the event the building has to be evacuated.

We hope your stay at Cullen will be enjoyable. Should you have any problems or complaints please report them to a member of our staff before you leave, or, alternatively complete a complaints postcard, available in the foyer.

We welcome suggestions as to how we can improve our service and would appreciate you taking a few minutes to complete a feedback form and deposit it in the box in the foyer.

Thank You.

Anne Morrison
Centre Administrator

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This booklet supersedes all previous editions

THE MORAY COUNCIL
EDUCATION
AND SOCIAL CARE
www.moray.gov.uk



CULLEN COMMUNITY &
RESIDENTIAL CENTRE
Seafield Road
CULLEN
Buckie
AB56 4AF

Tel No: 01542 840701

Email: Anne.Morrison2@moray.gov.uk

Payphone

01542 840702

Please use this number to contact the group in residence.

LOCATION

Situated East of Cullen Town Square on the main A98. Ample parking.

ACCESS

A member of staff will be present to admit you at the mutually agreed time.