

House rules

of the Jugendbegegnungsstätte am Tower

(This compulsory part of the residence contract is acknowledged by signing the residence contract.)

Stand: 10.10.2017

Dear Guests,

welcome to the Jugendbegegnungsstätte am Tower (Tower Youth Meeting Centre), der JBS, in Oberschleißheim.

Our Meeting Centre consists of the main building, the workshop, the memorial area, the great open-air site, as well as the residence building for our employees. Our direct neighbour on the site is the Ost-West-Preußenstiftung in Bayern e.V. (Bavarian Foundation for East and West Prussia).

During our introductory tour of the JBS you get to know our rules.

The following information gives you answers to many further questions about our Centre and will make your stay easier!

In order to keep the prices for accommodation and seminar rooms low and to use the public buildings owned by the district of Munich in a responsible way, we kindly ask you to leave all rooms, seminar rooms and the whole site in such a state which you would like to find it yourself. To keep the house clean, please wear slippers!

Group supervisors/group leaders are obliged to pass the following information to the group members and to guarantee its observance.

Introduction about the house and the site

Our instructions shall enable you to have a self-organised and self-responsible stay. After arrival, one of our JBS-employees will welcome you and give you an introductory briefing about the house and the whole site. The briefing takes about 30 minutes and is obligatory.

The buildings/rooms you booked will then be given over to you, and you will be informed about the escape and rescue routes. Fire Safety Regulations are part of our Rules. In case of emergency, act according to the emergency plan and immediately inform the employees of the JBS.

By signing your signature you confirm the receipt of the introductory briefing and observance of the rules. We appreciate it when the whole group takes part in the introductory tour. The supervisors perform their legal supervision also towards adult participants.

Departure

At your departure you are required to hand back all rooms in the exact state in which they were given over to you. As a rule, the main building has to be broom-cleaned. Furthermore, the whole site has to be clean. Please make sure you separate waste. Please make sure that you plan enough time for the acceptance of the site by our employees. Please note that we will charge you with extra cleaning costs if the rooms are not left behind in a proper condition.

Opening and closing hours

Please lock the entrance doors after 10 pm. The keys for the doors and rooms are at your disposal. Because of safety reasons it is possible to leave the building from the inside at any time at day and night. Please mind that you cover all the resulting costs when a key gets lost.

Night-time peace

The night-time peace at the whole site is from 10 pm until 6.30 am. Group supervisors guarantee its observance.

Parking on the site

It is not allowed to park on the site. For loading and unloading you may drive your car onto the yard. After finishing, please park your car on the street along our site (Ferdinand-Schulz-Allee). As a rule, the gate has to be kept closed at all times.

Memorial area

The memorial area is a place of commemoration. Please show appropriate respect.

Material and media

When booking you have the possibility to order a facilitator's tool case, data projector and laptop for a lending fee. Flip charts and paper are at your disposal. Please take care of other materials yourself. It is not possible to make phone calls, send faxes or print anything in our office. When ordering deliveries to be carried out at the address of the JBS, please take into consideration that you normally have to be on site personally to be able to receive them.

Emergency plan and fire protection

By receiving the introductory information about the Centre, group supervisors acknowledge the emergency rules. Please note that open fire, e.g. candles, is forbidden in the whole building area.

Using our workshop

The workshop may only be used for work or training by properly instructed and trained persons. They have the supervision over the participants working in the workshop. As a general rule, each time when you leave the workshop, the door has to be locked. It is forbidden for participants to stay in the workshop without the responsible supervision. If you have only a limited part of the workshop at your disposal, you are obliged to communicate this fact to your participants and provide for its observance. You are liable for damages and improper usage of tools. Safety instructions must be observed.

Tower

The tower on the site may be visited. It's not allowed to enter the tower without a responsible person or an JBS-employee. The mission is at your own risk. Please note the rules!

Swimming pool

Our ecological swimming pool has a clearly marked-off part designated for swimming. Every group is obliged to observe this zoning. Groups not using the swimming pool guarantee, as mentioned during the introductory tour of the site, that no group member shall jump over the swimming pool fence.

The Swimming Pool Rules regulate its usage. The usage of the swimming pool is allowed to swimmers only and it has to be supervised by a responsible person. The responsibility for supervising during swimming, briefing about potential hazards and checking the swimming abilities of the group members, rest on the group leaders. The supervision has to be performed continuously. It also involves not allowing other groups present in the JBS to enter the area of the swimming pool. As a general rule, the gate of the fence has to be locked after swimming has been finished. The swimming pool is not a playground for uncontrolled activities.

Fireplace and barbecue site

The fireplace may be used by the guests residing in the main building. The instruction about the firing has to be observed. The fireplace is available, if you order firewood in your booking. Fire is allowed only in the designated sites. Only fire wood may be used. Do not exceed a reasonable size of the bonfire. The fire has to be extinguished before the barbecue site is left. When using the barbecue site, a bucket of water and a fire extinguisher have to be kept at hand.

Smoking and alcohol

The regulations of the German Law for the Protection of Children and Youth (Jugendschutzgesetz) are to be obeyed. Smoking is prohibited in all buildings and at the whole site. Group supervisors are responsible for the observance hereof. Cigarette ends at the smoking point outside the site must be removed properly by the groups themselves.

Bedroom booking

According to our pedagogical concept, groups sleep in multi-bed rooms. Assigning the bedrooms to the group members is the responsibility of the group leaders.

Reporting damages

Please report to us any damages you see on your arrival. If some damages are noticed by our staff during the acceptance procedure on your departure, they will be assigned to you. Please also immediately report any damages which emerge during your stay. Signing our residence contract implies that you possess a sufficient insurance coverage (third-party insurance) for all your guests.

Sustainability

It is important to us to deal with resources in a responsible way and that is why we kindly ask you to:

- separate waste into the designated containers and dispose it in our waste-storage room
- switch off the lights when leaving the rooms
- open the windows entirely
- close the windows and doors during rainfall and windy weather
- bring back returnable bottles
- deal with materials provided to you in a responsible way
- use the economy button when flushing the toilet
- put clean sheets on your bed at arrival and take them off at departure; otherwise we might be forced to charge you for extra cleaning costs
- bring your own towels for your stay

Food and drinks

We have a kitchen-team (Cateringservice Gudrun Frisch), that will cook for you. A self-catering is not possible. That includes, that you are not allowed to enter the kitchen area or use any kitchenware. To set the kind of food, please choose a category of the list, which is part of the booking contract.

You can help yourselves with drinks sold by us on an honesty basis. Please document the consumption on a list. In case of a difference between the consumed drinks and the amount on the list, the deficit has to be covered by the whole group. The deficits will be invoiced together with the costs of your stay.

Our service

You will get an information map, with for example Network plans of the Munich public transport (MVV, programs of the museums in Munich, reclaims for different (cultural) institutions an events, maps, ...

When booked well enough in advance, we will be happy to provide the following additional service to you (partly against a fee):

- shuttling your luggage from and to the Oberschleißheim railway station
- preparing the data projector
- dividing the seminar room into two parts through a mobile partition wall
- renting musical instruments, song books, balls and games

All rent items have to be given back unprompted to our employees before the departure at the latest. Other arrangements may be made orally and they are equally binding.

Householder's rights

The manager of the JBS and their employees exercises householder's rights on behalf of its provider, the Kreisjugendring München-Land. In case of violation of the House Rules, the manager or his/ her representatives may ban any guest from entering the site.

Anlagen: Brandschutzverordnung A

Brände verhüten



Keine offene Flamme; Feuer, offene Zündquelle und Rauchen verboten

Verhalten im Brandfall

Ruhe bewahren

Brand melden



Handfeuermelder betätigen



Notruf 112

In Sicherheit bringen

Gefährdete Personen warnen/
Hausalarm betätigen

Hilflose mitnehmen

Türen schließen

Gekennzeichneten

Fluchtwegen folgen



Aufzug nicht benutzen



Sammelstelle aufsuchen

Auf Anweisungen achten

Löschversuch unternehmen



Feuerlöscher benutzen



Löschschlauch benutzen



Mittel und Geräte zur Brandbekämpfung
benutzen (z. B. Löschdecke)