

Keble College Welfare and Personal Support Guide

2022-2023

Welcome to Keble

This is a guide to the support and advice available on welfare and medical matters within College, and the University. It contains contact details and links to services within Oxford. There's also some advice on getting yourself ready for exams.

The Welfare team includes College officers – some of whom have specific areas of responsibility – but also students from the JCR and MCR. You're encouraged to approach whoever you think might be the best source of advice or support. If they feel they're not the right person, then they will direct you to someone who is – either in College or the central University.

About Welfare at Keble

Whatever might be troubling you, there is someone in College you can talk to and who can give you advice and support. In addition to the College Welfare Team, there are people within the University with the right kind of professional expertise to support you. In Keble, and in the University, welfare advisors follow a **Code of Confidentiality** (found in Part G of the [College Handbook](#)) which means that whatever you say can only be shared with your consent except in specific circumstances.

Decanal Team

The Decanal team promote the wellbeing of members of the College and can point you in the direction of appropriate advice or support. The Decanal team is led by the Dean, Dr. Simon Butt, and is made up of the Sub Dean, Dr. Simon Hackett, who is responsible for the welfare and disciplinary matters of graduate students, and the Junior Deans, who are responsible for welfare and disciplinary matters of both undergraduates and graduates. They can be contacted on the email below or via the lodge out of hours.



Dr. Simon Butt
Dean

Simon is responsible for overseeing general conduct in College and he manages the Junior Deans. He is a Tutorial Fellow in Medicine and Biomedical Sciences

dean@keble.ox.ac.uk



Dr. Simon Hackett
Sub Dean

Simon lives in the H B Allen Centre but he has welfare responsibilities for all graduates.

simon.hackett@keble.ox.ac.uk



George Webster
Junior Dean

George is a DPhil student in Philosophy and provides support for both undergraduate and graduates.

junior.deans@keble.ox.ac.uk



Ava Harrison
Junior Dean

Ava is a DPhil student in Women's and Reproductive Health and provides support for both undergraduate and graduates.

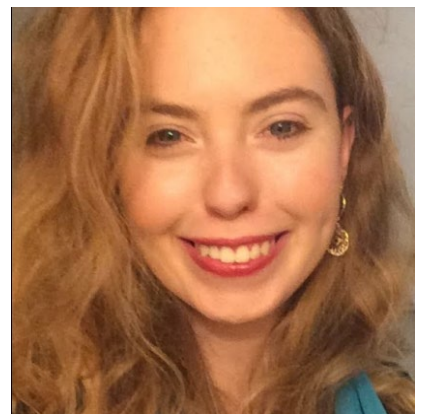
junior.deans@keble.ox.ac.uk



Bogdan Draghici
Junior Dean

Bogdan is a DPhil student in Theology and provides support for both undergraduate and graduates.

junior.deans@keble.ox.ac.uk



Juliana Pars
Junior Dean

Juliana is a DPhil student in Theology and provides support for both undergraduate and graduates.

junior.deans@keble.ox.ac.uk

College Officers

A variety of college officers at Keble are able to help with various aspects of welfare and academic matters.



Fr. Max Kramer
Chaplain & Welfare Fellow

Max offers welfare support to members of the College of all beliefs and backgrounds and works with the welfare team to coordinate welfare provisions within college.

max.kramer@keble.ox.ac.uk



Trish Long
Welfare & Disability Officer

Trish is the main source of advice on disability matters, but also financial support – for example how to apply to the University Hardship Fund or the College's Student Support Fund.

welfare@keble.ox.ac.uk



Dr. Ali Rogers
Senior Tutor

Ali can advise you on academic issues and also general well-being, including how you go about asking to suspend your status. His office is next to the College Office

senior.tutor@keble.ox.ac.uk



Prof. Diane Purkiss
Harassment Officer

If you think that you are being harassed or bullied you can contact one of the two harassment advisors, who are trained to address these issues. Diane is a Tutorial Fellow in English.

dianepurkiss@btinternet.com



Dr. Alfonso Bueno Orovio
Junior Dean

If you think that you are being harassed or bullied you can contact one of the two harassment advisors, who are trained to address these issues. Alfonso is a Tutorial Fellow in Computer Science.

alfonso.bueno@cs.ox.ac.uk

Medical and Welfare Support

A range of medical and welfare support is also available in conjunction with the college through the NHS and other services.



Rachel Slater College Nurse

The College Nurse holds drop-in clinics at Somerville College in Darbshire 16 room during term Mon-Fri 9.30-12.30 and 1.00-4.30pm.

Appointments can be made via email pml.keblenurse@nhs.net, phone 01865 270608, or by scanning the following:



Kirsty Hunter Onsite Counsellor

Kirsty works at Keble and as part of the University Counselling Service between weeks 1-9 of term on a Tuesday.

Her room is on the first floor of Pusey quad staircase 2.

Appointments can be booked via email

counsellor@keble.ox.ac.uk



Jericho Healthcare Center College Doctors

When you start at Keble, please register with the Jericho Healthcare Center as your local GP. Out of hours healthcare can be sought by calling 111 or, in an emergency, 999.

The College Doctors can be contacted on 01865 429 993

JCR Welfare Team

The JCR welfare team provide support to all JCR members and are available for confidential advice about all matters relating to welfare. They also run a variety of welfare events throughout the year, as well as peer support sessions. The JCR welfare team also provide free condoms, lube, pregnancy tests and sanitary products, as well as reimbursement for emergency contraception. The peer supporters are students who have been trained in effective listening, sensitive communication and the welfare resources at Oxford. They are available for a chat to talk about anything: no problem is too big or small.



Amy Raymond
Welfare rep

Amy is a second-year law student at Keble and helps run weekly Welfare Teas and Peer Support Sessions, alongside a wide range of other welfare events throughout term. Amy can be contacted about any welfare matters or queries you may have

amy.raymond@keble.ox.ac.uk



Andreea Chiriac
Welfare rep

Andreea is a second-year maths student and also an international student. Andreea's role includes running welfare events, providing support for students when in need, and ensuring students' welfare is amongst the priorities.

andreea.chiriac@keble.ox.ac.uk



Millie Deere
Peer Supporter

millicent.deere@keble.ox.ac.uk



David Tucker
Peer Supporter

david.tucker@keble.ox.ac.uk



Sarisha Burt
Peer Supporter

sarisha.burt@keble.ox.ac.uk



Darcey McDonald
Peer Supporter

darcey.mcdonald@keble.ox.ac.uk



Io Oswald
Peer Supporter

io.oswald@keble.ox.ac.uk



Melissa Birtles
Peer Supporter

melissa.birtles@keble.ox.ac.uk

MCR Welfare Team

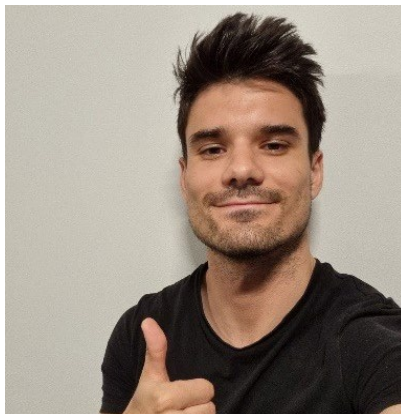
The MCR welfare team provide support to all JCR members and are available for confidential advice about all matters relating to welfare. They also run a variety of welfare events throughout the year, as well as peer support sessions. The MCR welfare team also provide free condoms, lube, pregnancy tests and sanitary products, as well as reimbursement for emergency contraception. The peer supporters are students who have been trained in effective listening, sensitive communication and the welfare resources at Oxford. They are available for a chat to talk about anything: no problem is too big or small.



Anaïs Lemyre Welfare Rep

Ana is a third-year DPhil student from Canada, studying public health and health geography at the School of Geography and the Environment. This will be her second year as Welfare officer, having been in the position in 2020

anaïs.lemyre@keble.ox.ac.uk



Phil Winchester Welfare Rep

Phil is a fourth-year DPhil student in the Mathematics Institute, studying Fluid Dynamics. When Phil isn't thinking about Maths, he likes to do/talk about sports, travel, and go to gigs. He hopes to be a friendly face, happy to chat about anything, at this year's Welfare brunches.

philip.winchester@keble.ox.ac.uk



Amanda Westcott Welfare Rep

Amanda is a third-year doctoral candidate in History, studying King George III and eighteenth-century British country houses. When she isn't reading about the Georgian court, Amanda enjoys going to the Oxford Wine Café with friends, exploring different colleges, and walking through Uni Parks.

amanda.westcott@keble.ox.ac.uk

Academic arrangements

Alternative personal tutors (undergraduates)

You can always talk to your tutors if you're having problems. But sometimes you'd rather not, and that's fine. Every undergraduate has an Alternative Personal Tutor who isn't involved with teaching them. They are someone you should feel comfortable approaching when you have problems, particularly within some of the "grey areas" of overlap between academic and personal issues. They won't contact you on a regular basis, but they're there as a back-up when you need them.

You will be told who your APT is at the start of the year. But if you forget, please contact Penny Bateman, the Student Administration Manager (college.office@keble.ox.ac.uk or ext.72711).

Contact details and further information about all College Fellows are available on the College website [here](#).

Graduate advisors

Every graduate has a college graduate advisor, your point of contact within college for any academic issues and/or welfare concerns you may have whilst in Oxford. They are not meant to duplicate the role of supervisor or course advisor, but they can be a good source of advice if you're having problems with your course or Department. They have access to your GSR reports, but they'll generally wait for you to contact them if you think they can help. The graduate advisor will normally be a member of your Faculty or Department, so they'll have some insight into the kinds of issues that can arise. Even if they can't help you, they may know who can.

Your college adviser should contact you at least once a term to offer you the opportunity to meet about any issue you might have. Mostly things are fine and there is no good reason to meet up. But you're free to contact them at any time. If your College Adviser does not respond to your emails – or you've forgotten who it is - please contact the Senior Tutor on tutor.graduates@Keble.ox.ac.uk.

College advisers are also encouraged to invite their advisees to dine on High Table at least once a year, generally in small groups rather than one at a time.

Financial arrangements

Information who to contact if you have financial worries can be found in our [Financial Guide](#).

Estranged students

The College and the University are able to offer support to undergraduates who, for whatever reason, do not have a home to which they are able to go during vacations. If you think that you are in this situation, please contact Trish Long, the Welfare Officer.

PREVENT guidance

Under the [Prevent legislation](#), the College is required “to have due regard to the need to prevent people from being drawn into terrorism”. We believe that the risk in College is very small and that it has to be weighed against the potentially greater risks both to freedom of speech and to discrimination and harassment from misguided exercise of the duty.

In the unlikely event that you do have worries that someone is being drawn by others into violent or non-violent extremism, you should contact the Prevent Lead, who is the Senior Tutor. Equally, you should contact him if you’re worried that you or someone else is facing discrimination as a consequence of Prevent duty.

Our policies on Freedom of Speech, Harassment and Equality and Diversity can all be found in Part G of the [College Handbook](#).

See [Oxford’s approach to Prevent duty](#)

Medical matters

You can see the College doctor and College Nurse if you need medical advice or treatment (see above for contact details).

Students living in College and confined to their rooms by illness must arrange for the appropriate Lodge to be informed, and the College Nurse will then visit.

Students living in private accommodation should arrange for the Parks Road Lodge to be informed:

- if they are confined to their rooms by illness;
- if a doctor has been called;
- if they have been admitted to hospital.

The College Nurse (KebleNurse@oxfordhealth.nhs.uk) holds a drop-in clinic at Somerville College, Darbshire 16, during term time from 10:30-12:30 and 13:00 to 15:00 every week day. During the pandemic she is doing online consultations only.

All students are required to register with an Oxford doctor when they arrive. So please bring your medical card with you. The mechanics of signing on are explained at a meeting during induction week for those that arrive in Michaelmas term. For any others, please contact the College Nurse directly. Free treatment is available for residents of the EU and countries with which the UK has reciprocal arrangements. Students from overseas are strongly urged to check the availability of free health treatment on arrival. In any event you are required to inform the College Nurse of the name of your doctor.

You are free to register with any doctor, but we recommend that you register with the Oxford medical practice that has agreed to act as 'College Doctor'. It is:

The Observatory Medical practice

[Jericho Health Centre](#)

New Radcliffe House

Walton Street

01865 429993

In the case of a dental emergency advice should first be sought from the College Nurse. Where appropriate she will arrange an appointment with a dentist. Treatment of emergencies will usually be under the NHS arrangements. However, unless patients are exempt from charges on the grounds of age (under 19 and in full-time education), or in receipt of income related benefit (HC2 Certificate, Working Tax Credit), the appropriate NHS fee will be payable at the appointment.

Treatment will be for the relief of pain and stabilisation of the condition. Any further treatment should be arranged with your regular dentist. If you do not have a regular dentist and wish to find one in Oxford, you will be given the telephone number to access details of local practices accepting NHS patients.

Preparing for exams

Examinations are an unavoidable part of student life, but there are lots of things you can do to make them manageable. Remember that exams are NOT a way of justifying your existence to yourself, your family, or the world in general. Nor are they the most important thing you will do in life. Rather exams provide an opportunity for you to show what you know to the best advantage and for employers to see that you've done some work and can demonstrate what you know. Treat exams as a job to be done; do not ignore them or allow yourself to become overwhelmed by them. The key to minimising exam stress is good preparation.

There are lots of resources available to help you with the process, including the following.

University Resources

[The University Student Handbook](#)

The 'Blue Book' containing key information on examinations

[The University Examination Regulations](#)

With details of every course; this is a searchable site

[What you must, can and must not bring in to exams](#)

[If you are ill during an examination](#)

University webpage on **Examination and Assessments**, including:

- University guidance on [Revision and Examinations](#)
- [Mock examinations](#) and examination preparation sessions held in **Examination Schools**. It's a good idea to at least go to the building where your exams are or even sit a mock exam there. You can book from sessions this site, including sessions on alternative exam arrangements, e.g. for those with extra time

Examination and preparation workshop

Run by Counselling Service. You can book from [this site](#).

[Counselling service podcasts](#), including:

- Exam Preparation and Revision 1: [getting into the right mindset](#)
- Exam Preparation and Revision 2: [planning and revision](#)
- Exam Preparation and Revision 3: [before, during and after the examinations](#)

Tips on [time management](#), [perfectionism](#)

A NEW resource on [exam panic](#)

Useful contact numbers

Mainsite lodge: 01865 27 27 27

HBAC lodge: 01865 282 300

College office: 01865 27 27 11

College nurse: 01865 27 06 08

College doctor: 01865 429993

Junior Deans: Call the mainsite lodge (01865 27 27 27) and they will put you through to the Junior Dean on call