The UCL CMC has a practice room, located in the basement of the Wilkins Building (Room B59). It contains an upright piano and is accessible to CMC members via a booking system. Members are free to practice any instrument in this room, either alone or in a small ensemble (up to 4 people).

The hours of use are from 8.30am to 10.30pm on weekdays and weekends. No one should access the room outside of these hours.

The maximum duration of a practice slot is **50mins** to allow sufficient time to collect/return the key and walk to/from the room.

The room must be booked via the official CMC booking system, access to the room will be denied if the booking procedure has not been followed. Please see the <u>CMC website</u> for the booking procedure and access information.

The sole purpose of the room is to provide members with the facility to practice/rehearse music by individuals and/or small ensembles using the piano provided and/or instruments owned by members. No other activities are permitted in this room.

A suitable Risk Assessment has been carried out (Appendix 2) as per the UCL Lone Working