

Faith Spaces Visitor Access Process

Our prayer facilities are swipe-card access only and are not available for the general public to use.

Please refer to this guidance if you are planning an event or are receiving a visitor to the University who would like to access the faith spaces at either of our campus sites.

1. Arranging Visitor Access – for LBU Colleagues

Colleagues organising an event can obtain swipe cards to give their visitors access to the faith spaces during their event, as part of the University's event planning procedure.

The bookable swipe cards can be given out by Security and will need to be issued and collected back in during the event, which is the responsibility of the event organiser (for example during school visits, Open Days and conferences).

- To request an access pass, event organisers should contact the Security Team at SecSupTeamLead@leedsbeckett.ac.uk with their request, including which campus facilities they need access to, the date of their event and the number of passes required. The security team will then arrange for the passes to be collected by the event organiser.

2. Arranging Visitor Access – for LBSU Student Societies

Student societies wishing to give access to the prayer facilities to visitors or attendees of LBSU society events should provide the Security Team with a list of attendees so that they are aware that these individuals will be accessing the faith spaces at this time and date.

Student societies should speak to LBSU colleagues if they are unsure of the event planning process.

Guest prayer leaders and external speakers must be approved using the external speaker approval process. Student Societies will be supported to do this by LBSU.

3. Further Support

If you are concerned about the use of these facilities or have questions, please contact the following:

If you are a student: email studentadvice@leedsbeckett.ac.uk or 0113 812 3000

If you are a staff member: email equality@leedsbeckett.ac.uk

If a colleague, student or visitor is concerned about racism, religious discrimination or bullying or harassment of any kind, they can report it on our [Support Report Respect platform](#), either anonymously or with their contact details in order to access support.