



Magdalene College Cambridge

Code of Practice for Dinner in College Hall

Issued by the Senior Tutor and the Dean
Prof S Martin and Mr A Mills

Registered Charity Number 1137542

Code of Practice for Dinner in College Hall

1. Normal Dinners in Hall

General Principles

Normal Dinner in Hall is a formal event, and diners are required to dress and behave appropriately. Members of the College must wear gowns. Guests who are members of the University should also be encouraged to wear gowns, where possible. While there is no detailed dress code, sports clothes, for example, are obviously inappropriate, as are any items of clothing or accessories worn to attract special attention. Guests under the age of 13 are not permitted in Hall.

Diners must not arrive in Hall intoxicated or allow themselves to become so during Dinner. The Buttery Staff have instructions to refuse access to Hall or to eject diners who are obviously intoxicated, whose behaviour is deemed detrimental to the maintenance of proper order or who are otherwise in flagrant breach of this Code of Practice.

Diners may bring drinks into Hall with them but are expected to exercise restraint and drink in moderation. At most diners will be permitted to bring one bottle of wine per head (or an equivalent amount of other alcoholic drink) and the Buttery Staff have instructions to confiscate any additional alcohol. This can be collected at the end of Hall.

Diners are referred to the College *Alcohol Policy* for guidance on the safe use of alcohol.

As normal Hall is a communal activity at which a variety of different groups are present, it is not appropriate to make speeches or toasts, to bang tables or to sing.

The practice of throwing coins into food or drinks (known as 'pennyng') is strictly forbidden.

Conversations must not become too loud.

Except for the graduate table on Friday evenings, Hall is not available for 'group booking', and no interest group should seek to use it as an opportunity to hold a large private party or to dominate its proceedings so as to render its atmosphere uncongenial to other diners. Up to ten guests may be brought into Hall on Mon-Wed and up to two guests on Thu-Sun at a higher cost (per guest) than of the standard charge to members of the College. Parents are not counted as guests for this purpose. Students must come in with their guests, and remain liable for their behaviour.

Drinking societies are strictly forbidden in Hall.

Procedure

All mobile phones must be switched off before entering Hall.

Diners should go to their places a few minutes before the start of Dinner at 7.30 pm.

Latecomers will not be admitted. At 7.30 pm the door to the Hall will be shut and a senior member of the Buttery Staff will ask those present to stand. Silence must then be observed and maintained while the Fellows enter the Hall from the ante-room and take up their places at High Table. The gong will be sounded and the Senior Fellow present will say pre-prandial

grace. At that point all present sit down and Dinner commences. No wine will be sold by the Buttery once Hall has started. It is likely that the diners at High Table will have finished their meal before the service in the main body of the Hall has been completed. It will be necessary therefore for diners on the lower tables to remain seated while the post-prandial grace is said and until the Fellows have left the Hall for the Senior Combination Room. Complete silence must be maintained during this period. After the Fellows have left, diners may finish their meals. At this juncture, and with the permission of the Buttery Manager (who must be supplied with a name or names of those celebrating birthdays), 'Happy Birthday' may be sung to any person whose birthday falls that day. At no time may the tables be banged. Photographs may be taken only at this time. The lights in Hall will not be switched on before 8.40 pm, to give students time to finish their meal. Part bottles of wine may be taken from Hall. Glasses may not be removed. Wine must not be drunk from the bottle and must not be drunk outside. Wine may be carried into the College bar, where glasses will be supplied on request, but only immediately after Hall: a student who appears in the bar with an almost full wine bottle requesting a glass at, say, 10.30pm will not be given one.

2. Special Dinners in Hall

Gowns are worn at all special Dinners organised by the Master and Fellows (for example, the Matriculation and Macfarlane-Grieve Dinners). These dinners are governed by the Code of Practice outlined above. At other dinners, such as Society Dinners and Sports Club Dinners, the detailed procedure for Normal Hall may not always be entirely appropriate. For example, gowns are often not worn. **Even so, a standard of behaviour recognisably similar to that expected at Normal Hall must be maintained throughout the meal.** It may be appropriate on such occasions to have speeches and toasts.

Any special dinners or other group events in Hall not organised by the Master and Fellows must be approved by the Dean before being booked with the Buttery Manager. A £50 deposit must be left and an agreement of responsibility signed. Where granted, permission is given on the strict understanding that the appropriate Code of Practice is observed. Failure in this regard will result in the future refusal of permission for similar events.

In cases where a special dinner takes place in one of the College's other public rooms (for example, Ramsay Hall or the Parlour), the Code of Practice prescribed for special dinners in Hall shall apply.

3. Specific Observations

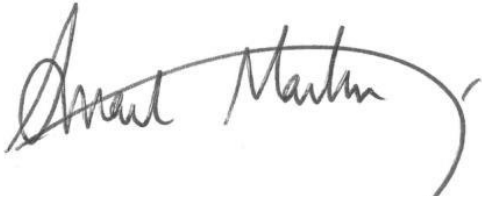
It is never acceptable to act in a verbally or physically abusive manner towards College Staff.

Nor is it acceptable to engage in conduct liable to endanger the well-being of College Staff or of other diners or to damage College property, such as throwing food or standing on tables or benches. Diners must not wander around the Hall to talk to friends. Intermitting a meal to visit the College Bar is strictly forbidden.

The College Staff are under firm instruction to enforce this Code of Practice and to report those failing to observe it to the appropriate College authorities. The Governing Body has resolved to take a strong line on those Junior Members found in breach of the Code.

Porters will carry out patrols of Hall at 7.45 pm, 8.15 pm and 8.45pm. If deemed necessary by the Buttery Manager or those deputising, additional subsequent patrols will be conducted.

Dining in Hall is central to the maintenance of the College as a community. It is a privilege and, as such, brings with it commensurate responsibility.

A handwritten signature in dark ink, appearing to read 'S. Martin', with a large, sweeping flourish extending from the end of the name.

Prof S Martin
Senior Tutor

Mr A Mills
Dean