

# Signs

ANGLO makes many signs available for each centre. Since the university campuses we use can be large and intimidating at first, signposting information that is relevant to ANGLO staff, students and group leaders is vital. All signs are laminated to ensure durability and so they can be written on with board markers.

We categorise types of sign accordingly:

## Noticeboard Signs

These signs are typically A4 and A5 in size and are designed specifically for use on the Programme [Noticeboard](#)

They include the days of the week, meals, all types of activity, excursions and more.

## Campus Navigation Signs

These signs are typically A3 and A4 in size and are designed to be displayed around campus to aid with navigation. Some of these signs are to be placed on the door of relevant buildings, others are arrows pointing towards said buildings.

There are signs for (not an exhaustive list): Accommodation, Canteen, toilets, coaches, 'Reserved for ANGLO', Offices, Classrooms, Workshops

## Safety Signs

These signs specifically relate to safety and include: Emergency Reactions Plans poster, Fire Procedures, Campus Attitude

## Office Signs

These signs are for use in or around the Course Office and Teaching Office. They are either for staff use or serve as examples for staff of information that students receive.

Examples of these signs include: Absent Student Policy, Code of Conduct, Complaints Procedure, DSL Poster, Emergency Reaction Plans, Sexual Harassment Poster, Employers' Liability Insurance, Health & Safety in the Workplace.

Signs can be affixed with blu-tak, cable ties or in display cases

Be sure to affix signs in such a way that they do not obscure university logos, signs, notices

Affix signs in a way that is appropriate for the location: e.g. blu-tak is not appropriate for signs displayed outside. Equally, do not use blu-tak on walls where it may damage the paint

ANGLO provides each centre with cable ties, blu-tak, magic whiteboard roll, as well as all the signs grouped by type

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