

Notes about the use of the Nursery Room in the Graduate School of Engineering's Aoba Memorial Hall

- Please take off your shoes when entering the room.
- Once you have entered the room, please leave the key in the designated place. If more than one person is using the room, please make sure everyone knows where the key is. The last person to leave the room is responsible for locking the door and returning the key.
- The children in the room must always be supervised by a caregiver. Children are not allowed to use the room unattended, and you should ensure that there are no children left behind when you are leaving.
- If any of the equipment or items belonging to the room are significantly damaged or dirty, please contact us immediately. Taking equipment outside the room is prohibited.
- Please take responsibility for your own belongings and valuables. We will not take responsibility for items being taken mistakenly or stolen.
 - ◇ Please bring your own items that you need for childcare purposes, such as food, drinks, towels, diapers, and diaper changing mats.
 - ◇ Please write your name on all of your belongings. We will dispose of any items without a name affixed.
 - ◇ As a general rule, refrigerators can only be used on the day that the room is being used. Please write the date and your name on items before putting them inside the refrigerator. Items still in the refrigerator on the next day or thereafter will be disposed of.
- Please ensure that the room is clean and that you tidy up before leaving, turn off anything electrical and the lights, and lock the room.
 - ◇ Please take home any rubbish and diapers belonging to you.
 - ◇ When changing diapers, be sure to use a diaper changing sheet.
 - ◇ If you use a pot to boil water, please ensure it is clean for the next person to use it.
- When using the room, please keep the noise down so as not to disturb anyone in the neighboring rooms. There is a resting room on the same floor.
 - ◇ When using the television, please make sure to keep the volume at a low level.
 - ◇ Running and playing in the corridors is prohibited.
- If the rules are not being followed or if it is determined that the room is being used in an inappropriate manner, you may be asked to leave.
- Smoking is prohibited everywhere on the Tohoku University campus, including inside its buildings.