



Cardiff University

International Staff Network

HANDBOOK



FOREWORD

Welcome to Cardiff University and to our International Staff Network handbook.

Cardiff is a great place to live and work, but many of us were once ourselves new international members of staff, and therefore know how daunting it can be to cope with the demands of a new job, a new city and a new country.

Our team is here to help. With the financial backing of Cardiff Futures, the Vice-Chancellor's development programme for Early Career Academics, we have set up an International Staff Network during the 2016-17 academic year to provide support and advice. Our network will officially launch in October 2016.

In this handbook, we have compiled practical information about living and working in Cardiff that we wish we had known when we arrived. It is not intended to be exhaustive but hopefully should guide you towards other helpful sources of information.

We have recruited some 50 colleagues from 29 countries who have volunteered to be mentors. They will be happy to offer advice in person, via email or through the International Staff Network group on Yammer.

We would like to thank everybody who has made this initiative possible: the Cardiff Futures programme and our fellow participants, our student assistants Kathryn Muldoon and Rosanna Towle, the Human Resources Department, and not least all those colleagues throughout the University who have advised us on the handbook and will be acting as mentors.

This is an ongoing project, so we would welcome your feedback on the current content and suggestions for further improvement. We would be delighted if you would consider becoming a mentor yourself and perhaps join the Yammer group, once you have settled into your new environment.

Please e-mail us at: internationalstaffnetwork@cardiff.ac.uk for further details.

With best wishes,

Dr Monika Hennemann (School of Modern Languages),
Chris Jones (Communications),
Dr Stephen Man (School of Medicine) and
Dr Carlos E. Ugalde-Loo (School of Engineering).

VICE-CHANCELLOR'S FOREWORD

On behalf of Cardiff University, I would like to extend a warm welcome to you, our new international staff members.

Cardiff University is a truly global organisation, with a geographically diverse range of staff and students, and many established collaborations with governments, businesses and academic institutions world-wide.

Our aim is to rank consistently among the top 100 Universities in the world. With this in mind, we seek to recruit the very best staff both nationally and internationally.

Many of your colleagues (myself included) remember the excitement of arriving at a new University in a new country, but also remember the challenges faced in settling down in an unfamiliar environment.

I therefore applaud this initiative by the Cardiff Futures team, and hope that it will help you to feel at home in what is undoubtedly one of the most hospitable cities in the world.

Prof Colin Riordan
Vice-Chancellor
Cardiff University

WHY DOES CARDIFF UNIVERSITY NEED AN INTERNATIONAL STAFF NETWORK?

A few words from our mentors...

Is there anything you wish you'd known before leaving for the UK?

"I wish I had had more information about the area and maybe a mentor of some sort who could have guided me through the process."

Lillian Matovu

What was the single biggest obstacle you faced?

"Feeling alone in the first few months and trying to find my way – home sickness especially during winter months."

Lillian Matovu

"There were many things that came as a bit of a surprise; however, looking back I am not particularly surprised about any of them and I do not think the University had any responsibility to prepare me for the experience. However, I think an information booklet or website or source of information would be very useful where people can write in or find information about these types of issues and I think this programme will be well received."

Emma Grant

"Cardiff is a very liveable city. After nine months here, I feel as if I know the city quite well and that it is truly my home. The city is the right size to not overwhelm, but it also has plenty of activities, history, and culture to engage oneself and one's family."

Darrick Evensen

WELCOME

TO CARDIFF

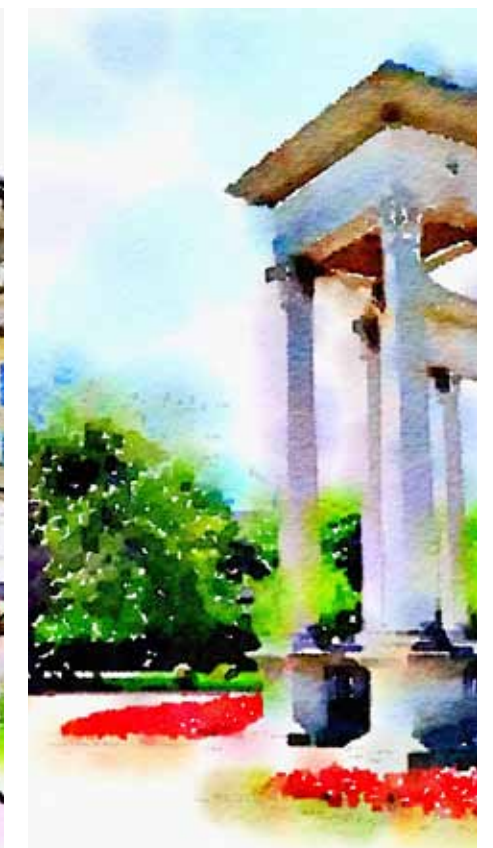
Cardiff is the vibrant bilingual capital city of Wales. The city has a reputation for openness and tolerance. Located on the Southern coast of Wales, it boasts a variety of attractions, including the Welsh National Opera, Principality Stadium, Cardiff Castle, beautiful parks and fascinating museums. This booklet aims to support incoming international staff members to explore the range of sights and services that Cardiff has to offer, while also providing a guide to living and working in the city.

Cardiff's international twin cities are Hordaland (Norway), Luhansk (Ukraine), Nantes (France), Stuttgart (Germany) and Xiamen (China).

Founded in 1883, Cardiff University is the leader of Higher Education in Wales and ranks highly in UK-wide league tables. High-quality research and innovative teaching are central to the ambition of the University to consistently rank in the UK top 10 and the top 100 institutions worldwide.

Cardiff University operates under three levels of management. The University Executive Board (UEB), led by President and Vice-Chancellor Professor Colin Riordan, is responsible for developing policies and monitoring financial performance. The Board is overseen by the University's Court, Council and Senate and there are also a number of Honorary Officers, including the Nobel prize winning Chancellor Professor Sir Martin Evans.

The Human Resources Department is integral to the running of the University and the first port of call for staff members with queries or issues related to their work (www.cardiff.ac.uk/humrs/aboutus/). We hope that the International Staff Network will provide valuable additional support that will help you settle in your new job and your new city.





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Applying for a visa

If you are not a UK citizen, you should check the requirements and right to work in the UK. This information can be found on the UK Government website (see below). If you are not a citizen of one of the European Economic Area (EEA) countries or Switzerland, you will most likely have to apply for a visa before legally being allowed to work in the UK.

If you are unsure whether or not you need to apply for a visa, you can check on the UK Government website at www.gov.uk/check-uk-visa.

When applying for a visa, you will need to have documents such as a passport and evidence of your job offer from Cardiff University and its acceptance.

Permission to work in the UK

When your visa application is accepted, you will receive proof of your permission to work in the UK. Before you are able to begin work, you must provide the University with documents proving your entitlement to work in the UK and your passport/biometric card. A list of appropriate documents can be found on the UK Government website: www.gov.uk/government/publications/acceptable-right-to-work-documents-an-employers-guide

Bringing family to the UK

Even if your family members are not EEA/Swiss citizens, you may be able to bring them to the UK. There are, however, strict conditions that you and your family will need to meet. You will have to show that your family members do not need to claim welfare benefits.

As is the case in all countries, UK immigration law is complex, and getting things wrong has serious consequences. Please be aware that this information is for general guidance, and you should always consult a specialist advisor.

Cardiff University and the EU

Cardiff University is an international community that values students and staff that come to study and work here from around the world. We have more than 7,500 international students and 6,800 staff from 78 countries. Our alumni reach across 180 countries. This diversity fosters creativity and innovation and is an important part of our culture.

The 2016 referendum in which the UK voted to leave the European Union will not alter this outlook or commitment to our international students and staff. Students and applicants from other EU countries should be reassured that we will honour all of our commitments.

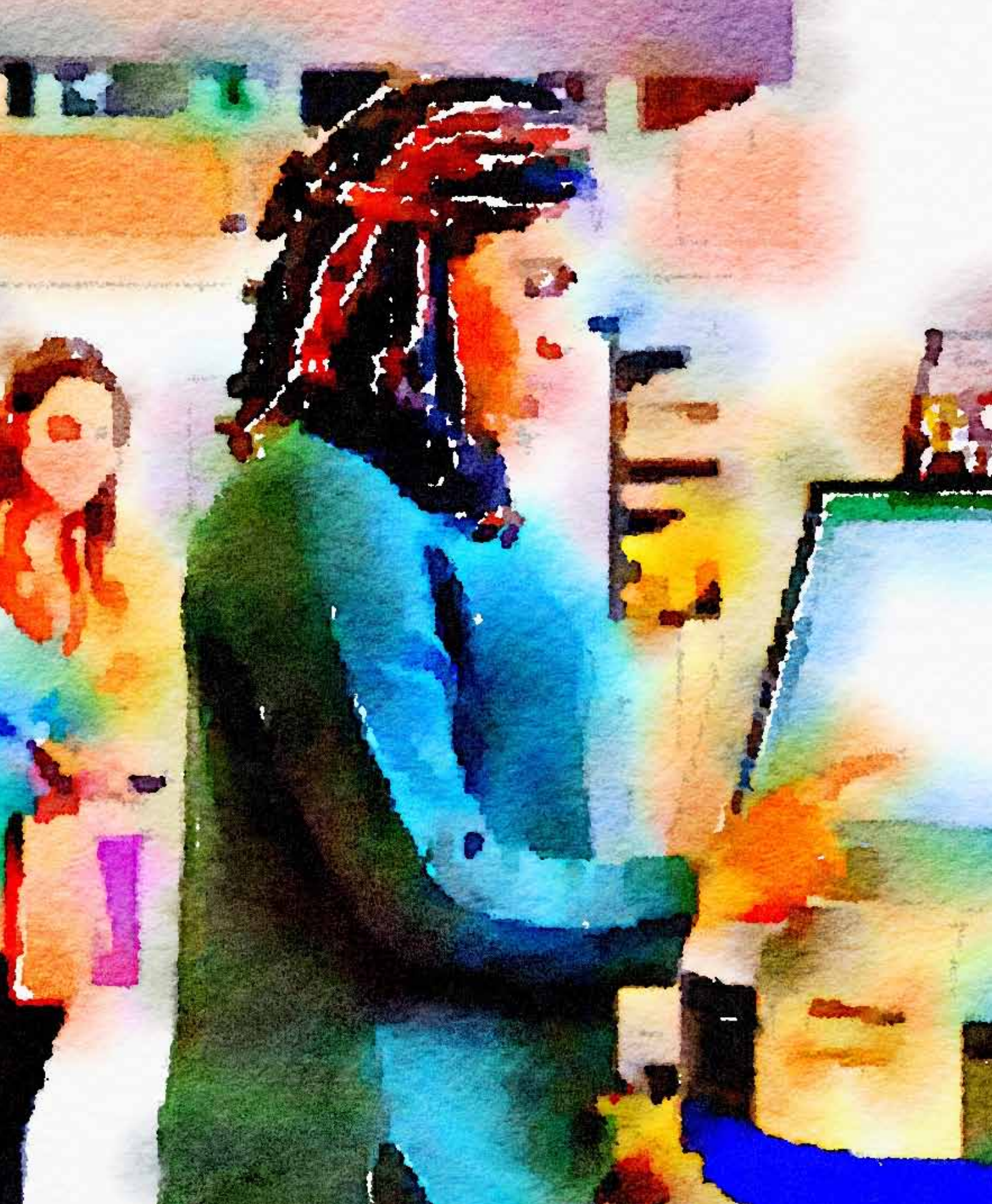
For more information and latest updates on “Brexit” visit the University’s website: www.cardiff.ac.uk/public-information/corporate-information/cardiff-university-and-the-eu

Bringing pets to the UK

The process for bringing pets such as cats, dogs, and ferrets is quite simple; as long as they meet the requirements of the Pet Travel Scheme (PETS) they will not need a quarantine: www.gov.uk/take-pet-abroad

Animals such as rabbits and rodents coming from outside of the EU will need to spend four months in quarantine and require a rabies import licence.

There are special rules to be followed when bringing non-native animals to the UK. You can find these at www.gov.uk/guidance/importing-non-native-animals.



Taxes in the UK (*Accurate as of 1 September 2016)
Taxes in the UK are dependent upon your income, with different percentages deducted for different wage bands, as seen below.

| Band | Taxable Income | Tax rate |
|--------------------|---------------------|----------|
| Personal allowance | Up to £11,000 | 0% |
| Basic Rate | £11,000 to £43,000 | 20% |
| Higher rate | £43,001 to £150,000 | 40% |
| Additional rate | Over £150,000 | 45% |

For more information on taxes in the UK, you should consult the UK Government’s website: www.gov.uk/income-tax-rates/current-rates-and-allowances

It should be noted that National Insurance contributions (which are compulsory for most earners) function effectively as an additional income tax. Therefore, your actual tax rate may be higher than the figures given above. Additional information can be found at: www.gov.uk/national-insurance/overview

National Insurance numbers
In order to work and pay taxes in the UK, obtaining a National Insurance number is essential. Once you have proof of your right to work and have arrived in the country, you can apply for a National Insurance number.

The easiest way to apply is by phone with the National Insurance Number application line:
Telephone: 0345 600 0643
Textphone: 0345 600 0644
(Available Monday to Friday, 8am to 6pm).

If your National Insurance number does not arrive before you have to start work you may be permitted to commence employment provided appropriate proof of right to work and a current application for a National Insurance number is pending processing. Once it arrives you should provide this information to your employer.

Researchers moving to UK
The European Commission provides a great deal of useful information for researchers in the EU, which can be found at the EURAXESS portal. This is a pan-European initiative seeking to support researchers and help them explore available funding, pension schemes, and more. Further information can be found at: ec.europa.eu/euraxess/

Registering with police

If you hold a visa which is over six months old or have received advice as part of your visa application you may be required to register with the police. If this is the case then you must register within seven days of your arrival into the UK or within seven days of receiving your biometric residence permit. You can get advice on where to register at your nearest police station.

Money advice services and pension schemes

The Government provides a money advice service, which can help you with issues such as saving and investment, care services, insurance and beyond. You could either find their site online or call them on 08001387777 for advice.

While the Government provides a state pension on retirement, you will likely be entered into a workplace pension which your employer pays into for you. For more information on workplace pensions, either contact your employer or check the Government portal: www.gov.uk/workplace-pensions/about-workplace-pensions

Opening a Bank Account

The UK has a number of banking institutions whose requirements will differ. You will usually need to provide evidence of your identity and current proof of your UK address. If you are opening the account in person, banks will usually accept your passport as proof of your identity. Proving your address in the UK may be more difficult but the following documents may be acceptable:

- A tenancy agreement, or
- A letter from the University confirming you are employed at Cardiff University and confirming your UK address (the HR Service Centre can supply this for you on request; contact people@cardiff.ac.uk or tel: +44 (0) 29208 79777).
- The bank may also want to see proof of your previous or permanent address in the country that you come from. Your national identity card or driving licence may be acceptable for this purpose.

The bank may ask for your written permission to get a reference about you from a bank or financial institution if you have an account in the country that you come from.

The documents that can be accepted may differ from bank to bank as their requirements vary. You should contact the bank in the first instance to check and take with you as much information as you have available. Please note that they normally only accept original documents, not copies.

Please note that if you are sponsored by the University via Tier 2, your salary must be paid into an account that is in your own name.

General information about bank accounts for non-UK citizens can be found at www.bba.org.uk/customers/personal-banking/current-accounts-personal-banking/bank-account-access-in-the-uk-for-non-residents-2/.

Driving

When you move to the UK, it is likely that you will want to be able to drive so as to make the most of the surrounding areas. Driving licenses from the European Union, Norway, Iceland, Liechtenstein and Switzerland are valid in the United Kingdom.

For those moving from outside of the EU, you will be able to drive for up to a year on existing driving licence until you need to apply for one in the UK. To check how long you can drive on your non-UK licence, the Government website has a handy tool (www.gov.uk/driving-nongb-licence) and it is also worth reading up on Britain's Highway Code. (www.gov.uk/the-highway-code).

There will be extra time and expense involved if you are a driver from a non-designated country e.g. USA. In that case you will be required to apply for a provisional UK license, then take a driving test and apply for a full UK license. You will need to have been in the UK at least 6 months to do this.

Benefits available to incoming staff

Non-EU immigrants will not have any access to "public funds" i.e. benefits in the UK, although they will have access to the National Health Service (NHS) and education. Please consult the site below for more information: www.nidirect.gov.uk/articles/non-uk-nationals-the-benefits-you-may-be-able-to-receive

EU citizens currently have access to the same benefits as UK citizens, such as jobseeker's allowance and child benefits, although eligibility may be restricted.

Disclosure and Barring Service checks

Depending on the work you are planning to do in the UK, you may need to do a Disclosure and Barring Service (DBS) check. This check is essentially for those individuals working in healthcare, volunteering or around young people and children. It ensures that you have no previous criminal offences and is there to protect those who may be vulnerable.

Your prospective employer will be able to provide you with a form and you will also need to be able to show them an identification at the same time. A standard DBS check currently costs £26 and lasts indefinitely or until an employer wishes to run another check or update the certificate.

The UK's National Health Service (NHS) is currently free at the point of delivery for all British and EU citizens. Citizens of non-European countries may also be eligible for free services, depending on the length and purpose of their stay in the UK. It is also possible that you may have to pay for healthcare depending on your circumstances. More information can be found at: www.citizensadvice.org.uk/healthcare/help-with-health-costs/nhs-charges-for-people-from-abroad/

NHS charges

Your entitlement to free NHS treatment depends on the length and purpose of your residence in the UK, not your nationality. You might be charged for some NHS services, for example, your dental treatment, though you could be entitled to help with these charges.

Everyday healthcare

The easiest way to access everyday healthcare services is by registering with your local doctors' surgery. Here, you can see a General Practitioner (GP) about minor or ongoing health problems and routine procedures such as vaccinations. However, you do not need to be registered with a surgery to access care. Registration information can be found at www.nhs.uk/NHSEngland/AboutNHSservices/doctors/Pages/NHSGPs.aspx

Insurance

While health insurance is not essential in the UK due to the National Health Service (NHS), other forms of insurance will be necessary. If you intend to drive in the UK, you will need to purchase driving insurance. Other forms of insurance (e.g. pet, home) are advised but non-essential.

If you are emigrating from a non-EU country and applying for a visa for more than 6 months, you will have to pay for UK healthcare in the form of an Immigration Health Surcharge (IHS). This will be done either as part of your online application or when you book an immigration appointment.

Emergencies

In an emergency, most large hospitals have an Accident and Emergency (A&E) Department. In Cardiff, the hospital offering this service is the University Hospital of Wales at Heath Park.

The NHS also offers a telephone service for minor health queries. To speak to a trained advisor, call 111.

The emergency number in the UK is 999. Calling this number will connect to police, fire and ambulance services.

Dental care

Dental care is available through the NHS and private services. A helpline available for non-EU citizens can be accessed by calling 01788539780.

Eye care

Eye care is available through High Street opticians and through the NHS. More information can be found at www.nhs.uk/NHSEngland/AboutNHSservices/opticians/Pages/NHSopticians.aspx

In general, free NHS eye tests are available only to children under 16, students 16-18, people over 60 or those with certain medical conditions e.g. diabetes or glaucoma.

Private eye-tests currently cost £35. University staff and students can pay a reduced fee of £25 at the Eye Clinic at the School of Optometry. Alternatively, they can receive a free eye-test if they are seen by a student optometrist. More information can be found at: www.cardiff.ac.uk/optometrists/eye-tests

Staff who regularly use visual display units (VDU) as part of their job are also eligible for free eye-tests. They should consult their Head of Department or line manager for further details.



COMMENTS AND ADVICE ON MOVING TO CARDIFF UNIVERSITY FROM OUR MENTORS

"With an international relocation, the problems start with transferring your finances and credit history which then impacts on housing which then impacts on schooling..."

"I think this is probably the hardest problem for all international staff – overcoming the problems associated with lack of credit history and lack of an address to start off with. It has become a full time job just to handle this at a time when I should be focusing on research."

Gabriela Kuetting

"Bank account and renting apartments go hand-in-hand. You can't open a bank account without having an address proof nor you can rent an apartment out without having a bank account."

Nandini Badarinarayan

"...we were told that it was not possible to open a bank account without a mobile phone number. When we tried to get a mobile phone number, we were told that it was not possible to get one without a bank account. We spent a whole day going around from one place to the other and trying to sort things out before finally one network provider mentioned a pay-as-you-go contract and we managed to sort the rest of the stuff out! So advice for newcomers: get a pay-as-you-go phone number first!"

Stefania Benetton

"I did not have any problems when I first sought to rent a property in Cardiff but there was no support available, or at least I wasn't aware of any. It would be of great help if newcomers were advised about short-term residences (e.g. hospital accommodation, University residences) and ways of identifying the right place to rent/buy (e.g. Rightmove, Zoopla)."

Ausama Abou Atwan

"We faced multiple problems when looking for a property. The biggest issue we faced was this loop where you needed an address for a bank account, but you needed a bank account to apply for a rental property."

"Aside from finding a very understanding agency and landlord, I think our prior organisation helped immensely when finding our rental property. I had letters from my employers outlining the length of my contract, my annual salary and contact references which made the whole application process much easier. The fact that we had gone to this effort before applying for properties appeared to give them confidence in us, thus giving us a chance. I would definitely recommend this prior to applying for properties in the UK."

Emma Grant

One of the toughest and most important parts of moving to a new country is finding the right type of accommodation in the right part of town. When moving first it is advised to find short-term accommodation until you have settled down and know where you want to live and whether you would like to buy or rent.

The University has a limited range of short term accommodation available for visiting and new staff:
www.cardiff.ac.uk/visit/accommodation/visiting-staff

Types of housing available

Whether you would like to live in a flat, a house, or even in shared accommodation, Cardiff has it all. It is worth discussing your options with letting services. For those arriving in a new place by themselves, shared accommodation can be an excellent way to meet new people and get involved in city life – though it is obviously not for everyone.

Renting and buying

While it is advised to rent on first arriving until you get to know the area, you may want to look into buying a property after you arrive. This can be quite difficult to start with as getting a mortgage requires a strong credit history, so it may take some time to establish this in the UK. To start the process, it is essential to open a bank account associated with a British address promptly upon arrival in the UK.

For in-depth advice on renting in the UK, check the UK Government's website:
www.gov.uk/government/uploads/system/uploads/attachment_data/file/496709/How_to_Rent_Jan_16.pdf

Essentials for renting

"I would greatly recommend bringing more funds than you think you will need in an accessible format (cash, travel money cards) so you don't have to worry about transferring money around in your old accounts which can be difficult if you need to call your bank and they are in a completely opposite time zone!" **Emma Grant**

In order to rent in the UK, you will be expected to provide identification, bank details, and proof of your right to live and rent in the UK. Landlords or letting agents may even ask for proof of employment or want to run a credit check, which can pose a problem for those without a credit history in the UK. If you need proof of employment or any kind of support, the University will generally be able to provide some help.

You will need to pay a deposit when signing the lease and potentially to provide a guarantor. Your guarantor will be someone willing to agree to cover your rent in the case of your failure to pay. They will need to be a UK homeowner, with evidence of residence (e.g. a recent bill).

Many find difficulties with aspects such as guarantors and credit checks when first in the UK. The charity Shelter provides advice for those without a guarantor or seeking safety for their deposits:
england.shelter.org.uk/get_advice/private_renting/costs_of_renting/rent_deposit_and_bond_schemes

Leases

It is essential that you read through and understand your lease before signing, or have a trusted person read through it for you.

The staff mentoring system can be a first step to help you in such situations, as your mentor might be able to provide initial advice with important documents of this sort.

Mortgages

In order to be approved for a mortgage, you will be expected to have a strong UK credit rating and be willing to provide a deposit. You will be expected to have your finances well in order and will be questioned about outgoings.

There are numerous ways to create and improve your credit rating, such as obtaining and maintaining a credit card and paying bills.

Bills

Bills can differ across the UK and may be different to those in your home country. You will be expected to pay for standard services such as water, electricity and gas.

Council Tax

"One thing that we were not aware of until almost the end of our rental search was Council Tax. It can add more than £100 to your monthly expenditure, and the amount of tax increases with the value of the property. I wish we were told about this sooner because once we found out we had to change our search parameters so that rent + Council Tax both fit within our budget (where previously we had just been looking at the price of rent)." **Emma Grant**

It will come as an unpleasant surprise or even shock to most newcomers to the UK that in mainland Britain you will be required to pay Council Tax, which covers local services such as waste collection, maintenance of roads, schools, etc. The amount, which can be quite substantial, will depend on the "valuation band" in your chosen area. More information on Council Tax is available here: www.cardiff.gov.uk/ENG/resident/Council-tax/Pages/default.aspx

TV, internet and phone

To watch live television in the UK, it is essential to pay for a yearly TV licence. This currently costs £145.50 per year, and can be paid annually, quarterly, monthly or weekly. Payment information and more can be found at www.tvlicencing.co.uk

From 1 September 2016, a TV license will also be required to watch catch up or live streamed content on BBC iPlayer.

In order to get your home phone and internet up and running, it will be necessary to sort out line rental. This is a set fee (payable monthly or annually) that allows you to use the telephone line. Telephone calls and internet (broadband) are charged on top of this fee. There are many package deals available that combine telephone calls and internet (e.g. British Telecom, Sky, Virgin). The prices vary according to what is included in the deal (e.g. telephone call allowance, or broadband speed). The sales people for these companies can be quite persistent, so it is always worthwhile doing some research and asking work colleagues before committing to a long contract.

Letting agents

While you can always search online for flat-shares and rental opportunities, it is generally easier to search using a letting agent as they can provide a list of potential properties and show you around them personally. Do not be afraid to branch out and see what different agencies have to offer. Do not be surprised if this process takes several weeks.

Letting agents will charge a fee when signing the lease, which can make the matter more expensive. To avoid this, you would have to sort out accommodation with a landlord themselves.

There is a huge range of letting agents in the vicinity of the University, but these mostly cater to students. They may occasionally have something to offer to staff too, so should not be ruled out.

JP Executive Lettings

With a good online presence and helpful short-stay apartments, JP Executive Lettings is a good option for finding that first apartment on arrival in Cardiff. There is also the opportunity to buy via this agency.

Site: www.jpexecutivelettings.com

Contact:

Sales@jpexecutivelettings.com / lettings@jpexecutivelettings.com

Tel. 02920 789055

Jeffrey Ross

It features rental opportunities all across Cardiff, whether you wish to live just a walk away from the University or are seeking somewhere a bit further.

Site: www.jeffreyross.co.uk

Contact:

Tel. Wellfield Road – 02920 499 680 / Cathedral Road – 02920 499 680 / Woodville Road – 02921 590 036

Moginie James

It offers a range of opportunities to rent or buy across all of Cardiff, with branches in many different locations.

Site: www.moginiejames.co.uk/

Contact:

Tel. Cyncoed – 029 20761 999 / Roath – 02920 484 898 / Cathays – 029 20345 345 / Cardiff Bay – 02920 460 294 / Pontcanna – 029 20344 434

Maison

It is a bit more exclusive, with usually only a small number of offerings that go rather quickly.

Site: maisononline.co.uk/cardiffcitycentre.html

Contact:

Tel: 029 2009 0700

50 Severn Grove, Pontcanna, Cardiff / Caerdydd. CF11 9EN
post@maisononline.co.uk



RESIDENTIAL AREAS IN CARDIFF

This section is intended to serve as an initial introduction to the various residential areas in and around Cardiff. Our team and the mentors should be able to provide more tailored information if needed.

Adamsdown

Adamsdown is home to a diverse mixture of cultures. It is close to both the city centre and the Main Campus.

To the city centre: 20 min on foot, 5 min by car

To the Main Campus: 25 min on foot, 5 min by car

To the Heath Campus: 50 min on foot, 10 min by car

Canton

Canton is a multicultural inner-city area, adjacent to Pontcanna, but in general with cheaper property prices. Several of Cardiff's most popular parks are located nearby. It boasts a variety of places of interest, from the Cardiff City football stadium to the Chapter Arts Centre.

To the city centre: 30 min on foot, 10 min by car

To the Main Campus: 35 min on foot, 10 min by car

To the Heath Campus: 50 min on foot, 10 min by car

Cardiff Bay

Cardiff Bay is a redeveloped vibrant artistic hub. The area is home to the striking Millennium Centre, restaurants and the Welsh Government. However, the Bay retains a sense of its history. The accommodation available largely consists of new build flats as well as traditional housing.

To the city centre: 30 min on foot, 10 min by car

To the Main Campus: 40 min on foot, 10 min by car

To the Heath Campus: 1 hour 15 min on foot, 20 min by car

Cathays

Cathays is conveniently close to both the Main Campus and the city centre. Consequently the area is predominantly populated by students in shared houses. However, this results in both fairly good value for money, and an eclectic range of bars and restaurants.

To the city centre: 25 min on foot, 5 min by car

To the Main Campus: 10 minutes on foot, 5 min by car

To the Heath Campus: 25 min on foot, 5 min by car

Cyncoed

Cyncoed is one of Cardiff's most affluent areas. Just a short walk to the beautiful Roath Park and Lake, it has good secondary schools and a quiet, community atmosphere.

To the city centre: 1 hour 10 min on foot, 15 min by car

To the Main Campus: 1 hour on foot, 10 min by car

To the Heath Campus: 45 min on foot, 10 min by car

Ely

Ely is a very affordable area of the city characterised by a mixed demographic. It has a strong community identity and a range of suburban shops, schools and services.

To the city centre: 55 min on foot, 10 min by car

To the Main Campus: 1 hour 10 min on foot, 15 min by car

To the Heath Campus: 1 hour on foot, 10 min by car

Gabalfa and Maindy

Gabalfa and Maindy are very close to Cardiff University's Heath Campus. The popular commuter suburbs have excellent transport links and offer a range of good amenities. Housing stock is predominantly Victorian and Edwardian, with a proportion of post-war new builds.

To the city centre: 30 min on foot, 10 min by car

To the Main Campus: 25 min on foot, 10 min by car

To the Heath Campus: 10 min on foot, 5 min by car

Grangetown

Grangetown is an inner-city, multicultural community of mixed demographic and income groups near to beautiful parks and good schools.

To the city centre: 30 min on foot, 10 min by car

To the Main Campus: 40 min on foot, 10 min by car

To the Heath Campus: 1 hour 10 min on foot, 15 min by car

Heath

Heath is an area popular for families and young people, with proximity to good schools and services, and a splendid public park. However, it is still close to the centre and Cardiff University Heath campus.

To the city centre: 50 min on foot, 10 min by car

To the Main Campus: 40 min on foot, 10 min by car

To the Heath Campus: 10 min on foot, 5 min by car

Lisvane and Thornhill

Lisvane and Thornhill place great emphasis on community activities and local history further away from the city centre.

To the city centre: 1 hour 30 min on foot, 20 min by car

To the Main Campus: 1 hour 20 min on foot, 15 min by car

To the Heath Campus: 1 hour 5 min on foot, 10 min by car

Llandaff

The oldest part of Cardiff, Llandaff is home to a number of historic buildings, including Llandaff Cathedral. The area is close to the centre but still offers a range of green spaces and community activities.

To the city centre: 35 min on foot, 5 min by car

To the Main Campus: 40 min on foot, 10 min by car

To the Heath Campus: 30 min on foot, 5 min by car

Llanishen

Llanishen is a very popular suburb, boasting a good range of schools and services. Housing caters for a mixture of young professionals and families.

To the city centre: 1 hour 20 min on foot, 15 min by car

To the Main Campus: 1 hour 10 min on foot, 10 min by car

To the Heath Campus: 45 min on foot, 10 min by car

Penarth

Penarth, with its Victorian architecture, parks, pier and beach, is a popular area to live for Cardiff commuters. The area has a strong sense of its history and a focus on community activities.

To the city centre: 1 hour 15 min on foot, 10 min by car

To the Main Campus: 1 hour 20 min on foot, 15 min by car

To the Heath Campus: 1 hour 55 min on foot, 20 min by car

Penylan

Penylan is a popular suburb, close to the beautiful Roath Park and a range of shops. The area has a community feel.

To the city centre: 35 min on foot, 15 min by car

To the Main Campus: 30 min on foot, 10 min by car

To the Heath Campus: 50 min on foot, 5 min by car

Pontcanna

Pontcanna is a very fashionable area, known for its excellent amenities and proximity to the city centre. Prices are higher than in most areas.

To the city centre: 25 min on foot, 5 min by car

To the Main Campus: 30 min on foot, 10 min by car

To the Heath Campus: 35 min on foot, 10 min by car

Pontprennau and Old St Mellons

Pontprennau and Old St Mellons are residential Cardiff suburbs, located on the city's Northern edge.

To the city centre: 1 hour 40 min on foot, 15 min by car

To the Main Campus: 1 hour 30 min on foot, 10 min by car

To the Heath Campus: 1 hour 10 min on foot, 10 min by car

Radyr and Morganstown

This area is on the North West edge of the city, roughly five miles from the main University campus. It is popular with University staff. The area has a large secondary school (Radyr Comprehensive) and two primary schools. It is also easy to commute because the Valleys line trains pass through Radyr on their way to Cathays and Cardiff city centre. The direct journey between Radyr and Cathays takes 16 minutes. It is also possible to cycle from Radyr to Cardiff University avoiding major roads, by using the Taff trail (about 30 minutes).

To the city centre: 1 hour 45 min on foot, 20 min by car

To the Main Campus: 1 hour 40 min on foot, 16 min by car

To the Heath Campus: 1 hour 10 min on foot, 15 min by car

Roath

Roath is a vibrant, convenient area close to Cardiff University campuses and the city centre. Combining multicultural, urban pockets with beautiful green spaces, it has a diverse community and strong history.

To the city centre: 35 min on foot, 10 min by car

To the Main Campus: 40 min on foot, 10 min by car

To the Heath Campus: 40 min on foot, 10 min by car

Splott

Splott is an old part of Cardiff linked to heavy industry, such as the steel works and other engineering and industrial businesses. It has a multicultural community close to the city centre and many amenities.

To the city centre: 30 min on foot, 10 min by car

To the Main Campus: 30 min on foot, 10 min by car

To the Heath Campus: 1 hour on foot, 10 min by car

Whitchurch

Whitchurch is a modern suburb with a range of shops and services. It is unusual in that it has a fishmonger, two greengrocers and two butcher's shops on the same street. It also has one of the largest Secondary schools in Wales. However, it is also close to the rural countryside surrounding the city.

To the city centre: 1 hour on foot, 10 min by car

To the Main Campus: 50 min on foot, 10 min by car

To the Heath Campus: 30 min on foot, 5 min by car



WEATHER

WEATHER

Wales has rainy and windy weather, and it is therefore a good idea to bring appropriate wet-weather clothing, for example an anorak with a hood, waterproof shoes (e.g. a pair of the famous British “Wellies”) and a sturdy umbrella.

| Season | Mean Temperature (°C) for Cardiff |
|--------|-----------------------------------|
| Spring | 8.5-10 |
| Summer | 15.5-17 |
| Autumn | 11-12.5 |
| Winter | 5.5-7.5 |

www.metoffice.gov.uk/public/weather/climate/#?region=wales
www.cardiff.climatemps.com/precipitation.php



The University Chaplaincy team provide spiritual and pastoral support to staff and students regardless of religion. They offer prayer services, small social events and one-to-one support. More information can be found on the University website: www.cardiff.ac.uk/study/campus-life/facilities-and-services/practising-your-religion/chaplaincy.

As a capital city, Cardiff is home to a diverse range of religious communities.

There are a number of churches of differing denominations. Many churches are Protestant, belonging to the national Church in Wales, while others are Catholic. There are also Presbyterian, Baptist, Methodist, Mormon, Greek Orthodox, Quaker and independent churches, as well as facilities for Jehovah's Witnesses.

There are a number of mosques throughout the city catering for a variety of religious views, the majority of which are located in the central areas of the city (mosques.muslimsinbritain.org/maps.php#/town/Cardiff).

There are three Hindu temples in Cardiff, the largest of which is located in Grangetown (www.indiacentre.co.uk).

There are two Sikh Gurdwaras in the city, located in Riverside and Roath (sikhgurdwaracardiff.com/index.php).

There are two Jewish communities, one orthodox (cardiffshul.org) and the other belonging to the nationwide Reform movement (www.cardiffreformsyn.org.uk).

A good website to find out about events in Cardiff is: www.cardiff-events.com/events/

Theatres

For theatre-goers, Cardiff has much to offer and a wide range of venues to choose from.

Millennium Centre: An iconic feature at the heart of Cardiff Bay, the Millennium Centre is an arts centre showcasing opera (with a full-scale resident repertoire opera company, Welsh National Opera), musicals, ballet and dance. The centre also has a restaurant with outdoor seating, several pubs and cafes and bookshops. www.wmc.org.uk/

St. David's Hall: A favourite for those interested in music, dance, and comedy, located in the city centre and home of the "BBC Cardiff Singer of the World", the annual, world-renowned classical singing contest. www.stdavidshallcardiff.co.uk/

New Theatre: Cardiff's oldest theatre, the New Theatre is the place to go for pantomimes, children's shows and musicals and can also be found in the city centre. www.newtheatrecardiff.co.uk/

Sherman Cymru: Located in the heart of the University area, the Sherman theatre showcases the newest in performing arts in Wales. www.shermancymru.co.uk/homepage/

Chapter Arts Centre: An international art and performance centre as well as cinema, Chapter is perfect for those seeking something of a more international dimension. About 2 miles away from the main University Campus, Chapter Arts Centre is located in Canton. www.chapter.org/

Cinemas

Cardiff has a good variety of cinemas for those interested in film, with cinemas such as Odeon (includes IMAX) in Cardiff Bay and Premier and Cineworld in the city centre.

Outdoor spaces

Cardiff is known as quite a green city and has many outdoor spaces to offer if you want to go for a walk, have a picnic, or simply enjoy the scenery.

Just adjacent to Cardiff University is the beautiful Bute Park, featuring not only Cardiff Castle but also the scenic Taff Trail, which is excellent as a cycle or jogging route, as it follows the river Taff on its journey to the bay. For more details of the Taff Trail, search on the Sustrans website (www.sustrans.org.uk)

Roath Park, with its scenic Victorian lake, is a much-loved location just a twenty-minute walk from the University. Perfect if you want to rent a pedal-boat and to see the host of wildlife that lives around the lake edges, there is also a botanical garden which is well worth a visit.

Other parks in Cardiff include Alexandra Gardens, Victoria Park, Forest Farm Country Park, Trelai Park, Pontcanna Fields and Glamorgan Canal Nature Reserve.

Cardiff has even more than this to see and it is worth investigating what there is in your local area. You can find out more at www.cardiff.gov.uk/ENG/resident/Leisure-parks-and-culture/Parks-and-Green-Spaces/Pages/default.aspx

Museums

There are a number of museums in and around Cardiff, showcasing the history of Wales. Museums are a great way to get to know the city and the vast majority of them are free to enter.

National Museum Cardiff

The National Museum is a free museum located near the University's Main Campus and Cardiff City Hall. The museum has permanent collections of art, geology and natural history, while also featuring touring exhibitions. It collaborates closely with the University, not only in research involving its collections, but also for concerts, lectures and other events. museum.wales/cardiff/

St Fagans National History Museum

St Fagans is a free, open-air museum on the edge of Cardiff that aims to give its visitors a taste of life in Wales through the centuries. Over forty original buildings from different historical eras have been reconstructed in the grounds of a sixteenth-century manor house. On-site craftsmen, native livestock and traditional music festivals give the museum a truly authentic feel. museum.wales/stfagans/

Cardiff Story

Cardiff Story is a free museum that uses objects, photographs, personal testimonies and film to tell the history of the city, from the 1300s onwards. www.cardiffstory.com/

Listed below are a number of cultural places of interest.

Cardiff Castle

Situated in the city centre, Cardiff Castle is a spectacular historical site where visitors can explore a Roman fort, Norman keep, 18th century manor, and wartime shelter. There are house and clock tower tours, children's activities, and film guides available, as well as a museum, gift shop and café. As a citizen of Cardiff, you are entitled to a "Castle Key" that grants you free access to the premises.

www.cardiffcastle.com/

Cardiff City Hall

Cardiff City Hall is next to the University, and National Museum surrounded by landscaped gardens. It is an architecturally impressive building and boasts a small art collection.

www.cardiffcityhall.com/

Cardiff Bay

Cardiff Bay is Cardiff's dockland district, reinvented in recent years as a centre for culture and entertainment. Visitors can enjoy walks along the seafront, boat trips, a diverse range of restaurants, and historical landmarks such as the Norwegian Church and the Millennium Centre.

The Doctor Who Experience

Cardiff Bay is also home to the Doctor Who Experience, an interactive museum about the quintessentially British television show. It is one of the city's major tourist attractions, especially for travellers from the United States.

www.doctorwho.tv/events/doctor-who-experience/

Television Programmes

Cardiff is the home to BBC Wales, which produces many local (Pobol Y Cwm) and national (Doctor Who, Sherlock, Casualty) television programmes. The University has recently served as a location for Doctor Who, Sherlock, Decline and Fall, The Class, Fake: the Masterpiece challenge, and Dotoriaid Yfory.

Cardiff City Football Club

The Cardiff Bluebirds are the city's football club. They compete in the Championship, the second tier of football in England and Wales. Football games take place at their stadium every other weekend during the season.

Principality Stadium

Formerly known as the Millennium Stadium, the Principality Stadium is the national stadium of Wales. It hosts a number of large sporting events throughout the year, including the international rugby matches for which Wales is famous.

Swalec Stadium

This stadium is the home of Glamorgan Cricket Club, and a venue for International cricket including test matches for the Ashes.

Other venues

Due to its proximity to the sea, Cardiff has facilities for water sports and boasts an international swimming pool. Professional cricket, golf and cycling can also be enjoyed in and around the city. More information on professional sport in Cardiff can be found at: www.visitcardiff.com/sports/cardiff-is-sport/

Amateur Sports

Cardiff is home to many amateur sport clubs offering a wide variety of different sports, catering to a range of ages and abilities. Sport Wales provides a search engine to help people locate sporting activities close to them, which can be found at: sport.wales/

Staff can also take advantage of the University sports facilities: www.cardiff.ac.uk/sport/facilities

Cardiff is a great city for children. Useful information about child-friendly activities can be found at www.daysoutwithkids.co.uk/cardiff/

University Services

Cardiff University operates a Day Care Centre for the children of staff and students. The centre accepts children aged from ten weeks to five years. More information is available on their website: www.cardiff.ac.uk/day-care-centre

Education

Public or state education in Cardiff, and most of the UK, is separated into three sections. At the age of four or five, children must attend a primary school until they are eleven. They will then attend a secondary school until the age of sixteen. They then have the option to attend Sixth Form at a school or college until the age of eighteen, or go into vocational training or an apprenticeship. From then they can choose to find a job, go into further training, or go to University.

If your child is under 16 and will be with you in Cardiff as your dependant for more than 6 months, they should be able to go to a state school free of charge.

For families, access to good state schools is a major factor that influences where they will live. Allocation of school places, both primary and secondary, is based on whether you live in the "catchment area" of the school. Please note that your child is not always guaranteed a place at their local school because of limits on class sizes. Parents can apply online for admission to schools via the Cardiff Council website (see below for link). The dates for these applications vary from year to year but in general, parents can apply to primary schools between October and January, with places allocated the following April. For secondary schools, parents will be able to apply between September and end of November. Applications for places in Voluntary Aided Schools (Faith schools) must be made direct to the school.

Help registering your child for a school can be found on the Cardiff Council website, at www.cardiff.gov.uk/ENG/resident/Schools-and-learning/Schools/Pages/default.aspx

The private education system (independent schools) is more variable. Some schools choose to split their students into sections at different ages, while others follow the public system more closely. Details of independent schools in Cardiff can be found at www.schoolsnet.com/uk-schools/best-independent-private-school/top-cardiff-schools/16180339/0/-3/2/33.html



Was information and public transport and travel to Cardiff easy to find?

"Yes, indeed, it was easy; especially Cardiff bus website was excellent." Ulegbeck Nurmatov

"I think the public transport system within Cardiff is very good, in particular the buses." Emma Grant

Air travel

When travelling to Cardiff you will have a range of different airports to choose from, some more convenient than others depending on where exactly you are flying from.

Cardiff Airport

Located around 30 minutes away from Cardiff in Rhosneigr, Cardiff Airport is the closest and most convenient for travel to the city. The airport is easily accessible by train and bus and provides a range of direct flights to and from destinations across Europe and even some further afield.

www.cardiff-airport.com

Bristol Airport

Bristol's international airport is just a little bit further away and offers a much more extensive range of destinations than Cardiff's own airport. Travel to Cardiff is quite simple; there is the option of a shuttle to Bristol Temple Meads and from there a train to Cardiff Central, or simply a direct National Express bus from the airport to Cardiff, which can even leave you directly at the University.

www.bristolairport.co.uk

Heathrow Airport

Heathrow Airport is Britain's largest airport, boasting five terminals and flights to and from destinations all across the world. As it is located very close to London, the quickest way to travel (although expensive, currently £22) is to take the Heathrow Express to Paddington Station and the direct train to Cardiff from there. A cheaper way is to reach Paddington via public transportation. National Express operates a direct coach service from Heathrow Airport to Cardiff (Sophia Gardens).

www.heathrow.com

Birmingham Airport

Around two and a half hours away from Cardiff, Birmingham is a large airport with good travel links to Cardiff. Trains run from the airport to Birmingham New Street, from where it is easy to then transfer onto a direct train to Cardiff.

Coach services to/from Birmingham are also available.

www.birminghamairport.co.uk

Bus

Do you have any words of encouragement or advice for new arrivals to the UK?

"Yes- get on the bus and explore- it's the fastest way of getting to know your way round- not only the city but also the UK." **Lillian Matovu**

Cardiff has an extensive bus network that connects the city centre with the suburbs. For most people the city centre is very walkable. Daily, weekly or monthly tickets can be purchased in advance using the IFF app (iPhone and Android). www.cardiffbus.com

Cycle

Cardiff has a number of cycle routes, and most roads are open to cyclists. Cardiff Cyclists Touring Club promotes cycling within the City (cardiffctc.com). Cyclists must obey almost identical rules to any other road user. Detailed information can be found at www.gov.uk/guidance/the-highway-code/rules-for-cyclists-59-to-82.

University staff can hire a bike (and associated safety equipment) through a salary deduction scheme. More details can be found at www.bicyclebenefits.co.uk/ (enter username CARDIFFAC and password OYB343).

Car

"Having a realistic view of whether one needs a car or not in Cardiff is useful. One could live in Cardiff itself without a car, but it is appropriate to make clear that a car is extremely helpful if one seeks to frequent the surrounding countryside with any regularity; the buses and trains are decent but they do not go everywhere beyond the city."

Darrick Evensen

Cardiff's bus routes and the walkability of the city centre mean that a car is not necessary for getting around the city. However, reaching outer suburbs and the countryside is difficult without a car. You may wish to buy a car after you have arrived and settled in, especially if you have children. The University has a limited number of parking spaces, but these are mostly reserved for visitors rather than staff. Car parks are available in the city centre and Cardiff Bay, while most people park on the road outside these areas.

Train

At the moment, there is no metro system in Cardiff. Although there are several stations in the Cardiff area, trains are generally used to get to other cities in the UK. The city's largest station, Cardiff Central, is about 20 minute walk to the University. It links South Wales to London (2 hours), Bristol (50 minutes), Birmingham (2 hours) and Manchester (3 hours) as well as smaller towns and cities. Queen Street Station is closer to the University (13 minute walk) and is situated near the main shopping area of the city centre. This station is served by the Valleys line (see Cathays for more details) and by trains to Cardiff Bay. Cathays Station is the closest station to the University and is situated next to the Students' Union building on Park Place. As with Queen Street station, it is served by the Valleys Line (en.wikipedia.org/wiki/Cathays_railway_station). This links Valleys communities such as Treherbert (en.wikipedia.org/wiki/Rhondda_Line) Aberdare, Methyr Tydil (en.wikipedia.org/wiki/Merthyr_Line), Pontypridd with Cardiff (Radyr, Llandaff, Queen Street, Cardiff Central).

For travel within Wales, www.traveline.cymru is a useful resource which can provide you with further information on cycling as well as rail and bus services.

Cardiff city centre has excellent shopping facilities. These include the large St David's Shopping Centre, which features international brand stores. There are also a wide range of smaller independent stores that can be found among six characterful Victorian arcades. More information about shopping can be found at: <http://www.visitwales.com/things-to-do/attractions/shopping/cardiff-shopping>

Food

There are supermarkets throughout the city, varying in size from small local shops to very large, regional stores. Supermarkets generally sell a range of fresh and frozen produce, with the bigger supermarkets also offering clothing and household goods. The supermarket chains can also be grouped by price from budget (Aldi, Lidl) to mid-range (Tesco, Asda, Sainsbury's, Morrisons) to the more expensive (Waitrose). Marks and Spencer, which is predominantly a clothing retailer, also sells fresh food in its stores. Most of the supermarkets (Tesco, Sainsbury's, Asda, Morrisons, Waitrose) offer on-line home delivery services.

Cardiff also has a number of food markets based in different areas of the city, which are notable for their selection of local foods and fresh produce. The most recognisable of these are the Central Market in the city centre and the Riverside Farmers Market. Opening times and days vary.

International Food

Although supermarkets do sell some produce (e.g. Tesco on Western Avenue), more authentic international food can be found in specialist food shops. City Road near the city centre has perhaps the greatest number of such stores. However, there are a number of different international shops scattered across the city.

University Food Outlets

There are facilities for lunchtime food in most University buildings. Hot and cold options vary from location to location.. www.cardiff.ac.uk/study/undergraduate/open-days-visits/places-to-eat

Restaurants

Most large restaurant chains are concentrated in the city centre and Cardiff Bay. However, most areas have a number of smaller cafes and independent restaurants. Many restaurants offer a takeaway service, where food is ordered online or by telephone and then delivered to or collected by the customer. Italian, Chinese, Indian and Thai food are particularly popular, as well as the traditional British fish and chips.

Welsh Food

Newcomers to Wales may want to try quintessentially Welsh dishes, not usually found anywhere else in the UK. Cawl, a traditional Welsh soup made from vegetables and lamb, is a popular choice, while vegetarians might prefer Glamorgan sausages, which contain local Caerphilly cheese and leeks. Welsh rarebit comprises hot toasted bread coated with cheese and optional other ingredients, including mustard, pepper and egg. A traditional Welsh breakfast includes bacon, cockles and laverbread, which is boiled laver seaweed, rolled in oatmeal and fired. Bara brith is a traditional bread usually eaten with butter, while Welsh cakes are circular, sugared flatbreads usually flavoured with raisins and spices.

Food festivals in the area provide a good introduction to Welsh eating habits, including the International Food & Drink Festival at Cardiff Bay in early July and the Abergavenny Food Festival in mid-September (about 30 miles north of Cardiff).

foodfestivalfinder.co.uk/events/cardiff-international-food-drink-festival
www.abergavennyfoodfestival.com/

Universities in Wales are regulated by the devolved Welsh Government. The level of research funding received is partly determined by the Research Excellence Framework, which assesses the impact and research potential of University departments every seven years.

For further information on the Higher Education sector in the UK, go to <http://www.universitiesuk.ac.uk>.

The Russell Group

Cardiff University is a member of the Russell Group (russellgroup.ac.uk/), a collection of twenty-four public Universities. Established in 1994, the group dominates University research in the UK, and its members are perceived to be the best Universities in the country. The Russell Group aims to encourage collaboration between different Universities, and attract top-quality staff and students to its member Universities.

Tuition Fees and Degree Schemes

The fees paid by students depend on nationality. English students can currently pay up to £9,000 a year for an undergraduate degree anywhere in the UK. Welsh students pay one third of what English students pay if studying in their respective parts of the UK. Please note that this information is correct as of 1st September 2016, but it is likely to change before the end of 2016.

Scottish students do not pay fees for undergraduate degrees, as long as they choose to study at a Scottish institution. EU students pay the same fees as students from the country in which they choose to study, meaning that if they study in Scotland they do not pay fees, but if they study in England they will pay up to £9,000 a year. Fees for international students coming from outside the EU vary between different Universities.

The most common kind of degree is an undergraduate Bachelor's Degree, usually requiring a student to spend three or four years studying one or two subjects full-time. Teaching varies widely depending on the course, but many subjects use a system of formal lectures and less formal seminars. After a Bachelor's degree some students go on to study for a Master's Degree or eventually a PhD, which are more research-based.

Assessment Procedures in UK Universities

Assessment procedures are dependent on the institution and department and are typically comprised of a range of assessment methods, often involving coursework assignments, exams and practical work. Universities are responsible for their own assessments and awards, although guidance is given by a Government agency.

Marking and Grading

All assessments within University programmes in the UK go through a marking process with one or more internal examiner and also one or more external examiner. All members of academic staff act as internal examiners within their school.

Internal examiners are expected to be fully briefed and have sufficient knowledge of the subject area being examined in order to fairly assess students' skills and performance. Postgraduate students with adequate experience may also act as internal examiners, though they will be more closely monitored.

Specific marking criteria depends on the guidelines set by the school in question, but they are based on a basic percentage system, with below 40 being a fail, 40-49 being a third, 50-59 a 2:2, 60-69 a 2:1 and 70+ first.

Grades and degree classifications are confirmed at the annual Exam Boards in late June.

The website below provides additional information on the range of academic careers in the UK:

www.eui.eu/ProgrammesAndFellowships/AcademicCareersObservatory/AcademicCareersbyCountry/UnitedKingdom.aspx

Practising religion

Cardiff University has a strong diversity in faith and culture, welcoming students and staff from a variety of backgrounds. The University chaplaincies are there to provide support and advice.

For more information, contact chaplaincy@cardiff.ac.uk.

There are a number of quiet rooms available for individual prayer and reflection in the University's Park Place and Heath Park campuses.

Equality objectives

The University is dedicated to supporting, developing, and promoting equality and diversity across all activities. Our aim is to establish an inclusive environment free from discrimination, based on the values of dignity, respect, and courtesy. We recognise the right of every person to be treated in accordance with these values.

For more information on the University's equality policies, contact:

Catrin Morgan – Equality and Diversity Manager

MorganCa5@cardiff.ac.uk

Tel. +44 (0)29 2087 0230

Alison Preece – Equality and Diversity Officer

PreeceA@cardiff.ac.uk

Tel. +44 (0)29 2087 9919

Disability policies

Cardiff University aims to create a work and study environment which is inclusive and accessible to all, enabling disabled staff and students to achieve their full potential through access to development opportunities and meeting specific access and support requirements.

It aims to continue to involve disabled people in the development of relevant University strategies, policies and working practices, promoting its values through external partnerships and working closely with our partners and complying with legislation prohibiting disability discrimination and promoting disability equality.

We fully explore our duties and responsibilities under the Equality Act 2010. This provides legal rights for the disabled in the areas of:

- Employment.
- Education.
- Access to goods and services.
- Functions of public bodies (e.g. issuing of licences).

The Equality Act provides rights for people not to be directly discriminated against or harassed because they have an association with a disabled person, for example, a carer, parent or partner of a disabled person.

This protection from discrimination or harassment also applies in the case of those perceived to be, even if they are not in fact disabled.

A more comprehensive review of the University's policies can be found on the staff intranet.

Lesbian, gay, bisexual, trans(gender)+ equality

We want to ensure that we provide support for all staff and students. LGBT+ staff and students may face different challenges and thus there are services provided by the University to support you.

Cardiff University strives to improve the experience of LGBT+ students and staff and have been continually recognised for these efforts by Europe's largest gay equality organisation, Stonewall.

- We are a Stonewall Diversity Champion.
- We are rated as one of the best Universities for supporting LGBT+ students and staff by Stonewall's Gay by Degree guide.
- We are proud to be ranked 20th out of 100 employers in the Stonewall Workplace Equality Index 2016, making us the best performing Higher Education Institution in the survey.

Enfys is our LGBT+ network for staff and postgraduate students. It organises and takes part in events for LGBT History Month, IDAHO (International Day Against Homophobia and Transphobia) and Cardiff Pride. In recognition of its work, it has been awarded a Star Performer Network Group award by Stonewall.



And, as a little encore, some personal tips from the International Staff Network Team:

"My favourite spot in Cardiff for a quick escape – apart from my hammock – is probably Alexandra Gardens, just a few steps away from the University's Main Building.

If you asked me what I like best about Cardiff, I would say it's the fact that a car is not really necessary. In a nutshell, it feels like a pocket-size capital, with all the advantages that come with that.

If you are a foodie moving to Cardiff, I would recommend the "Potted Pig" for more formal occasions, "Casanova" for an intimate Italian meal with lovely wines, the "Waterloo Tea" house for the healthier moments in life (they have a "Raw Food" section in their menu), and the "Vegetarian Food Studio" for a large, affordable selection of tasty Indian dishes in an informal setting. For exotic cocktails in an intimate environment (if you go there before 8pm and keep it our secret), try "Lab 22".

Monika Hennemann

"One of my favourite places in Cardiff is Roath Park, perfect for a Sunday afternoon walk round the lake. My favourite aspect of Cardiff is its size. Before coming to Cardiff, I worked in a small American college town, and before that I worked in London. So Cardiff is a happy medium. There is always the feeling that you will bump into someone you know.

There are so many great places to eat in Cardiff. My favourites are: "The Happy Gathering" for solid Cantonese cooking and great Dim Sum on Sundays, ".CN" for spicy Northern Chinese dishes and "Kumars" for tasty dosas."

Stephen Man

"Cardiff has it all - from its large chain restaurants in the city centre to its small independent restaurants, cafes and bars dotted across the wider city.

If it's a meal you're after I'd recommend "Mina's" on Crwys Road which offers some of the best Lebanese food I've ever tasted. There's also nothing better on a hot sunny day than a stroll in Bute Park followed by a cream tea at "Barker Tea House", a stone's throw from the city's historic castle.

If it's a quick drink you're after why not try "The Glassworks" on Wharton Street, a busy city centre bar with a café style terrace. You never know who you bump into there - I met my wife there 10 years ago. Some very fond memories."

Chris Jones

"I've had the chance to spend a considerable time of my life in different places of the world, ranging from a huge metropolis such as Mexico City to the Italian countryside. Cardiff offers a good taste of both: it has all the commodities and amenities from a capital city but it is a stone's throw away from the Welsh countryside..

Cardiff is truly an international city and this is reflected by its cuisine. For a good meal close to the University I'd recommend "Valentino's" on Windsor Place which offers excellent Italian food at reasonable prices. Another restaurant worth visiting is "Viva Brazil" on Saint Mary Street (close to Cardiff Central railway station). This is essentially a steakhouse with the dining concept of a Brazilian churrascaria – perfect for the meat lovers.

During a sunny weekend I would recommend going to Mermaid Quay in Cardiff Bay and walking along Cardiff Bay Barrage all the way to Penarth. There you can stop for an excellent meal at "Custom House", which houses not one but two restaurants: "El Puerto" and "La Marina". Their seafood, wine collection and atmosphere are something special."

Carlos Ugalde



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