

Event Spaces

Event spaces in the House are either designated as Scholar spaces, Function spaces, or Shared- spaces, such as the Garden Pavilion.

This process has been developed to balance the interests of all users of Rhodes House.

Scholar Spaces

These include: The Rosebery Room, The Scholar Common Room, and the Garden Pavilion (starting at 1730 during Weeks 1-8, Mon-Fri and within House Opening times).

These spaces are set up according to a standard layout and are bookable via the Scholar Programme Team with a minimum of 24 hours notice.

Default Set-Up in Scholar Spaces:

- Rosebery Room: 20 chairs set up in Lecture Style seating at far end of the room. All other chairs and tables set up for study
- Scholars Common Room: All couches, chairs and tables set up in current format.
- Garden Pavilion: 40 chairs stacked at the far end of the room. Event Owners and Hosts may be required to move the chairs into appropriate position before event and then put them back after the event ends.

The processes in place to book these rooms are designed for quick turn around and flexibility to cater to the needs and requirements of the Scholar Community. Scholars are invited to use these spaces with a low turn-around time within the default setup of these rooms.

Function Spaces

Function Spaces included the McCall MacBain Hall, the Conference Centre, Beit and Reception Rooms, and other commercially available spaces. As these spaces are available to all users, their usage is constrained by various factors. Costs for aspects such as catering and additional IT/AV costs (where relevant) must be managed within event budget where relevant, or with timely prior agreement with the Scholar Programme Team.

For booking a Function Space, please approach the Scholar Programme Team with minimum 45 days to 30 days notice.

For information about the sizes and capacities of the spaces at Rhodes House, [please check the Rhodes House as a venue website or download the brochure](#).

(<https://www.rhodeshouse.ox.ac.uk/venue/>) Please also note that the capacity of the spaces at Rhodes House depend on the activity taking place in the room.

