

## Residential Accommodation Under 18's Policy for Student Residents

### Policy Statement

The Under 18's policy covers students applying for Intercollegiate Hall's accommodation, whose 18<sup>th</sup> birthday falls after the first day of the Licence Agreement of the year of entry to the University. The purpose of the policy is to promote and safeguard the welfare of students who are under 18 whilst living in University owned or managed accommodation. The policy will cease to apply to students once they reach their 18<sup>th</sup> birthday.

Students under the age of 18 are unable to enter into a Licence Agreement with University of London and the University requires a parent/guardian or guarantor to sign the Licence Agreement. Liability for outstanding rent agreed under the Licence Agreement remains with the parent/guardian or guarantor, if the student fails to maintain payment.

The University cannot assume parental responsibility for a student under the age of 18. Students and their families should bear in mind that the Intercollegiate Halls are an adult environment. Students are expected to behave like adults and to assume adult levels of responsibility. They are expected to have the necessary skills to study and live independently alongside people from a wide variety of backgrounds. Places in halls are offered on the understanding that the student will be able to adapt to living away from home and to looking after him or herself in all practical matters.

### Arrangements

1. Responsibilities of Accommodation and Hospitality Team:
  - 1.1 Give preference to under 18s for vacancies in the Intercollegiate Halls.
  - 1.2 Advise under 18s not to take accommodation in the private sector.
  - 1.3 Notify under 18s details to the Halls Management Team and Warden (including contact email address).
  - 1.4 Make under 18s aware of who to contact in case of difficulties and arrange a termly meeting to check their general wellbeing.
  - 1.5 Always accommodate under 18s in single room accommodation preferably in the vicinity of a member of staff's flat (this includes Senior Members).
  - 1.6 Inform the responsible adult if we become aware that the student is in rent arrears or is in serious breach of the Licence Agreement invoking disciplinary procedures.
  - 1.7 In all cases encourage students to involve the responsible adult where appropriate. Although confidentiality is important and the student's request to not include the responsible person or parent should be taken seriously.
2. Responsibilities of the Hall Management and Warden Team:
  - 2.1 Provide additional fire evacuation training and other relevant information on emergency procedures to the under 18.
  - 2.2 DBS (Disclosure and Barring Service) checks are carried out on all the halls team (including Hall Management, Warden, Senior Members, Housekeepers, Maintenance and Catering). Although some specialist contractors that are brought on site for occasional works will not be DBS checked but will be supervised by a member of halls team and no other students will also be DBS checked.
  - 2.3 No member of the halls team will act in Loco Parentis or provide direct supervision of the under 18.
  - 2.4 No member of the halls team will monitor how the under 18 spends their leisure time or how they manage their finances.
  - 2.5 Warden will meet with the under 18 termly until the student is 18. The purpose of the meeting is to ensure the welfare of the under 18 only.
3. Responsibilities of the under 18:
  - 3.1 To abide by the terms and conditions of the Licence Agreements and related documents.
  - 3.2 To provide the name and address of a parent or other responsible adult who will be the University's point of contact of notification under this policy.
  - 3.3 To attend a termly meeting with the Warden.
  - 3.4 To not purchase alcohol in the Hall bar (if applicable).