



Under 18's – Student Accommodation Procedure

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PROCEDURE

1. Overview

The Under 18's procedure applies to all students under the age of 18 living in university owned and managed accommodation until they reach their 18th birthday and does not apply to students who are under the age of 18 when they apply but have reached the age of 18 before, they arrive.

2. Purpose

The purpose of the under 18's procedure is to:

- Safeguard the welfare of persons under the age of 18 who reside within the in university owned and managed accommodation.
- Provide guidance on arrangements offered to protect the personal safety and social wellbeing of those under 18.
- Ensuring the relevant legislation is adhered to for the safeguarding of persons under the age of 18.
- All students under the age of 18, who reside within the student accommodation must also adhere to the policy and guidelines to ensure they are adhering to all safeguarding measures that are put into place.

3. Residing within the accommodation

Persons aged 16 or 17 who are enrolled as full-time students at the university may be offered a room within the university owned and managed accommodation. This is to ensure that younger adults are better supported through a wider range of options for safe and secure housing in their transition to adulthood and adult environments. Accommodation staff will offer a place in a suitable residence, based on the information provided by students in their application, as well as rooms availability. However, any student under the age of 18 will only be offered an ensuite room in a single sex corridor (all rooms are single occupancy).

4. Parental / Guardian Guarantor

All applicants under the age of 18 will be required to have a parent or guardian guarantor and this documentation will need to be completed prior to being allocated a room.

Legally, persons under the age of 18 do not have capacity to hold legal estate; however, they may enter contracts for 'necessaries', such as accommodation and education. For applicants who will be under 18 when accepting an Accommodation Licence Agreement, the Agreement will be held on trust until the applicant reaches the age of 18. During that time, the resident will enjoy all the rights set out in this Agreement and be subject to all the obligations contained in it. When the resident becomes 18, they will be entitled to re allocate to any room across the Campuses and will not require to attend any further contact meetings with the Hub Manager.

5. Introduction to the Accommodation

All residents must complete an online induction prior to arrival. All students under the age of

18 must attend an induction during their first week to get an overview of living in the accommodation and to ascertain if any additional support is required.

The initial meetings will cover:

- Whether they have registered with a local GP.
- Awareness of the local areas (shops, public transport)
- Advice of the university support services available.
- Ensuring they are feeling safe and secure in their living environment.
- Ascertaining how they are getting on with the transition from home life to university accommodation.
- Have all the relevant contact details for security and other key areas in case of difficulties and they have the means of ensuring confidentiality where they wish it.
- Arranging dates for the next meeting.
- Upon reaching 18, enable the student to relocate to any other area within the accommodation.
- Ensuring they are aware of the laundry facilities and how to use them.

However, the university will not:

- Act in Loco Parents or provide direct supervision of person.
- Carry out DBS checks on other students – even where the student(s) is/are over the age of 18.
- Monitor how the student spends their leisure time or manages their finances.
- Insist on re-arranging the initial contact meeting arranged above or any follow up meeting if the student chooses not to attend, or report non-attendance to parents.
- Intrude unnecessarily on students' reasonable privacy.

6. GDPR

Although students aged under 18 are regarded as minors under the law, the GDPR protects their right to privacy. The university accommodation owes the duty of confidentiality to the minor and not the parents, carers or legal guardians, and will thus correspond with the former in matters pertaining to their accommodation agreement. Facilities staff will obtain consent of the minor before releasing information to a parent or other party (unless information release has been pre-agreed by both minor and parent/guardian in a written agreement), except for situations in which disclosure without consent is deemed necessary to reduce or avoid harm to the minor and to others.

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