



Myerscough
College

INSPIRING EXCELLENCE

CATERING AND ACCOMMODATION LICENCE

2021/22

Students who choose to live in Halls of Residence at Myerscough College's Preston campus are required to unconditionally accept all the regulations and procedures set out in this document and the accompanying **Living in Halls of Residence** guidance booklet. Please note the Accommodation License is a legally binding document, between the College and the occupier/student, that should be read and acknowledged in conjunction with the **Positive Behaviour Policy** and **Student Charter** when completing the accommodation booking process.

SECTION 1

1. Length of Occupation and Availability of Accommodation

- 1.1 The right to occupy a room at Myerscough lasts for one academic year only, and for only as long as you are a registered student of Myerscough College, St Michaels Road, Bilsborrow, Preston. PR3 0RY. The accommodation process must be completed / repeated for each academic year.
- 1.2 Under this Accommodation License a student is permitted to occupy a room for one academic year from the first day of each academic term to 6.00pm on the last day of each academic term. The right to occupy is not intended to refer to a specific room. Myerscough reserves the right to allocate the student to another room which may not be in the same hall as the room then occupied by the student. This also applies to students in shared rooms who may be subject to room-mate moves during the academic year.
- 1.3 Students who become resident are required to contract under the Accommodation License for a full academic year, including periods of work experience, or if the course of study is only a few days per week.
- 1.4 Students who wish to leave Halls must give notice in writing to the residential help desk at reshelp@myerscough.ac.uk. The student may be given approval by Myerscough to move out of their Hall of Residence during an academic term only in the following circumstances:

- Where a student finds another Myerscough student to replace them in their Hall of residence. The replacement student must be approved via the reshelp@myerscough.ac.uk and must not already be residing in Myerscough Halls of Residence. The terms of this Accommodation License (including those relating to payment of the accommodation charges and any other fees payable) will apply to the newly accepted student upon that student taking up occupation of the accommodation.
- Any replacement student must pay £200 as a room deposit upon occupying the room in accordance with the accommodation booking process.

1.5 Students who withdraw from residence before the end of an academic year, with agreement from Myerscough, will be required to pay an accommodation charge for a period (as set out below), following the date Myerscough agrees that the student may leave their Hall of residence and the student vacates and the room key is returned and if Myerscough is unable to immediately re-let the room to another student.

i) Withdrawals made on or before 1st November 2021 will be charged an 'accommodation only' charge for an additional 4-week period.

Withdrawals made between 1st November 2021 and 2nd January 2022 will be charged an accommodation charge for an additional 6-week period.

For withdrawals made after 3rd January 2022 there will be no refund and payment is due for the full academic year. In exceptional circumstances these charges may be waived by the Deputy Principal Finance and Resources.

ii) This Licence will only cease when room keys/fobs, Residential Withdrawal Form and signed Key/Room Deposit Form are handed into Residential Operations.

1.6 Permission to surrender the contract may be given by the Principal or his/her agent where it is judged that exceptional circumstances exist. For example:

- a) A written formal letter from a medical practitioner for a medical condition which was not known at the start of the residential contract and results in a student withdrawing from their course.
- b) Where a course is removed from the College's offer.

Any student who is asked to leave, or required by Myerscough to vacate their accommodation following non-compliance with the Positive Behaviour Policy and Procedure and/or the Student Charter, will be liable for the remainder of that academic year's accommodation charge. Any decisions following breaches of the Policy and Procedures will be as part of an investigation with the student (and families, as appropriate for under 18s.)

A decision given by a member of the College's Senior Leadership Team under this section may be the subject of an appeal. Such an appeal must be lodged in writing to within seven days of being notified of that decision as detailed in the Positive Behaviour Policy and Procedure.

1.7 Students will be notified of changes to accommodation and related accommodation issues by email to their Myerscough email address. Students must regularly check their Myerscough email address.

2. Room Types and Fees

2.1 Please note that the room type(s) a student is eligible to apply for will be dependent on the course they are on and their age at the start of the academic year. The fees will be dependent on what course the student is on.

2.2 All accommodation fees are inclusive of utility and internet costs.

Further Education (College students) and Higher Education (University Centre students) (full academic year)

Accommodation	Total HE 36 weeks	Total FE 37 weeks
Twin room-shared bathroom (5-day meal contract) – <i>Under 18s only</i>	NA	£4366
Single room-shared bathroom (5-day meal contract) – <i>Under/Over 18s</i>	£4860	£4995
Twin room-shared bathroom (7-day meal contract) – <i>Under 18s only</i>	NA	£5217
Single room-shared bathroom (7-day meal contract) – <i>Under/Over 18s</i>	£5688	£5846
Single junior en-suite room (5-day meal contract) – <i>Under 18s male</i>	NA	£5365
Single junior en-suite room (7-day meal contract) – <i>Under 18s male</i>	NA	£6216
Single premium en-suite room (5-day meal contract) – <i>Under/Over 18s</i>	£5616	£5772
Single premium en-suite room (7-day meal contract) – <i>Under/Over 18s</i>	£6444	£6623
Self catering – single en-suite room – <i>Over 18s only</i>	£4212	£4329

Veterinary Nursing Degree Students

Accommodation – Year 1 and Year 3 (16 weeks)	Total
Single room-shared bathroom (5-day meal contract)	£2160
Single room-shared bathroom (7-day meal contract)	£2528
Self catering – single room-shared bathroom	£1632

NPTC Certificate in Forgework Students

Accommodation	Total
Twin room-shared bathroom (5-day meal contract) – <i>Under 18s only</i>	£1534
Single room-shared bathroom (5-day meal contract) – <i>Under/over 18s only</i>	£1755

Accommodation	Total
Twin room-shared bathroom (7-day meal contract) – <i>Under 18s only</i>	£1833
Single room-shared bathroom (7-day meal contract) – <i>Under/over 18s only</i>	£2054

3 Catering

3.1 All students living in halls of residence will be on a 5-day or 7-day meal contract, except those in self-catering accommodation. The contract is for the full period (excluding holiday periods) as indicated in point 4 below.

5-day meal contract (15 meals) Monday breakfast - Friday evening meal inclusive

7-day meal contract (21 meals) Monday breakfast - Sunday evening meal inclusive

3.2 All students except those in self-catering accommodation will be registered onto a biometric till system or issued with a pin number for contracted meals. No refunds are given to a catered student who does not utilise their meal allowance.

4 Residential Year Dates

Further Education

	Rooms available from	Rooms must be vacated by 6.00pm	During vacation
Autumn	Sunday 5th September 2021	Friday 10th December 2021	Property may be left in room over Christmas at own risk
Spring	Monday 3rd January 2022	Friday 25th March 2022	NO property may be left at College during the Easter break.
Summer	Monday 18th April 2022	Thursday 23rd June 2022	NO property may be left at College after 23rd June 2021

Higher Education

	Rooms available from	Rooms must be vacated by 6.00pm	During vacation
Autumn	Sunday 5th September 2021	Friday 10th December 2021	Property may be left in room over Christmas at own risk
Spring/ Summer	Monday 3rd January 2022	Friday 3 rd June 2022	NO property may be left at College after 1st June 2022

Higher Education Veterinary Nursing Degree – Year 1

	Rooms available from 6.00pm on	Rooms must be vacated by 9.00am on this day (temporary storage available on day of departure only)
Block 1	Sunday 5th September 2021	Friday 22nd October 2021
Block 2	Monday 3rd January 2022	Friday 18th February 2022
Exam weeks	Sunday 8 th May 2022	Friday 20th May 2022

Higher Education Veterinary Nursing Degree – Year 3

	Rooms available from 6.00pm on	Rooms must be vacated by 9.00am on this day (temporary storage available on day of departure only)
Block 1	Sunday 24th October 2021	Friday 10th December 2021
Block 2 (incl exam week)	Sunday 20th February 2022	Friday 29 th April 2022
	Sunday 1 st May 2022	Friday 6 th May 2022

NPTC Certificate in Forge work

	Rooms available from	Rooms must be vacated by 6.00pm on this day
Group	Sunday 12th September 2021	Friday 10th December 2021

Students can keep their room keys during the Christmas break but must return their room keys on, or before, each of the vacation dates set out above. Failure to return the keys is a breach of contract and the student will be liable for any costs, such as changing and replacing locks.

Storage may be available during the Easter vacation period for overseas Further Education students only. The College is not responsible for any items left on the premises.

5 Room Allocation and Occupancy

- 5.1 All rooms are allocated in accordance with the Myerscough Allocation of Student Residential Accommodation Policy and Procedure. If the room type preference is not available due to over subscription, a student may be offered an alternative room and/or placed on a waiting list. Priority is normally given to those students living the furthest distance away from the College.
- 5.2 Students shall not begin to occupy their room before the dates highlighted in Section 4, except by prior written permission from the Residential Team. Where a student is permitted to take such early occupation, an additional charge may be made and will be notified to the student prior to their arrival.

5.3 The room shall be vacated for the prescribed vacation periods, and by 6.00pm on the last day of term. No property may be left in rooms over vacation periods unless otherwise stated. Personal belongings left in the room during vacation periods are left entirely at the owner's risk. Myerscough cannot be held responsible for the loss or theft of and/or damage to any property. In exceptional circumstances permission may be granted for students to leave their belongings in their room over the vacation period. If permission has not been granted students will be in breach of the Accommodation Licence and a charge may be made for storage of belongings. Rooms will not be available for occupation after vacation periods until 1.00pm on the day preceding the start of term. Students are responsible for insuring their own property and chattels.

5.4 The student shall not exchange with another student any room allocated to them without prior written authorisation being given by the Residential Team. A student will not be granted permission for more than one change of accommodation during any academic year. Permission may be granted for a further change by the Residential Team in exceptional circumstances. Requested room moves will result in an automatic room cleaning charge of £25.00 per room move.

5.5 The student will be allocated a room for their personal use only. The accommodation shall be used only as a private residence for the student and no trade or business shall be conducted therein.

6 Payments

6.1 The accommodation charge made by Myerscough relates to accommodation in a hall of residence during term-time only or unless otherwise specified by Myerscough.

6.2 At the time of acceptance of this contract, students are required to pay a room deposit of £200 to secure their accommodation. The room deposit will be refunded to the student providing there is no damage to the room or hall in which the student is resident or to the residential area, which has not been attributed to a specific individual. If, at the end of the contract, for whatever reason, there remains a credit balance on the room deposit following the deduction of damage charges or losses, the balance will be refunded or used towards paying any outstanding College debts.

6.3 The annual catering and residential fee is payable by instalments. Instalments to be paid either:

- a) 50% prior to collection of room key in September and 50% prior to collection of room key in January, or
- b) Seven separate instalments, the first prior to collection of room key in September and the remainder by standing order during the period October - March. To arrange the payments by standing order, please contact the Finance Office on email salesledger@myerscough.ac.uk

6.4 For students paying their residential fees from a Student Finance maintenance loan or grant, payment will be collected in 3 equal instalments by direct debit. Direct debit

mandates must be completed and signed, and the hard copy sent to the Finance Office prior to students collecting their key in September.

6.5 For students who receive a bursary, these are awarded for the full duration of the residential period. Should a student leave accommodation early, the bursary will be recalculated in line with the residential occupation dates.

6.6 Payments can be made by the following methods:

- a) Online – Visit www.myerscough.ac.uk/payments for a secure payment site. Please quote the student's date of birth in the invoice number field, student number in the debtor number field and amount when paying.
- b) BACS – Account Name Myerscough College, Sort Code 20-47-87, Account No 10662887. Please quote student number and "Residency instalment" as the payment reference.

7 Default Payments

7.1 The student shall be liable for the sum of £5 inclusive of VAT for the loss of a key fob or a room identity tag.

7.2 The student shall be liable for the sum of £75 inclusive of VAT if the door lock needs replacing.

8 Damages

Damage to the accommodation, premises and contents

8.1 The student shall be fully liable for the cost of making good any damage and/or losses to any part of the accommodation and/or the premises or the contents thereof caused by wilful act(s), omissions or negligence of the student, his/her guests or agents or anyone within his/her control. Any damage to fixtures and fittings must be reported to the Accommodation Audit Officer in the Residential Team. The cost of making good any such damage and/or losses will be charged to the student on a new for old basis. Any such amounts will be deducted from the room deposit and any costs over £85 will be invoiced separately.

8.2 The student shall be fully liable for the cost of making good any damage and/or losses to any part of the accommodation and/or the premises or the contents thereof caused by wilful act(s), omissions or negligence of the student, his/her guests or agents or anyone within his/her control. Any damage to fixtures and fittings must be reported to the Accommodation Audit Officer in the Residential Team. The cost of making good any such damage and/or losses will be charged to the student on a new for old basis. Any such amounts will be deducted from the room deposit and any costs over £85 will be invoiced separately.

8.3 Rooms will be checked on departure by both housekeeping and a member of the Residential Team. Where damage caused by an individual that amounts to over £85, Myerscough will raise an invoice for the full cost of the repairs. Failure to pay any charges for damage may lead to exclusion from accommodation. Where damage,

repairs or losses cannot be identified, after investigation, as the responsibility of an individual, the costs of replacement or repair will be divided equally between all occupants in a particular room, hall or flat. The student shall cooperate in responding to enquiries made by Myerscough in respect of damage. The cost of the repair will be deducted from the room deposit and any credit balance refunded after the end of the contract period provided there are no other outstanding College debts. Excessive damage by a student may result in the student being excluded from residential accommodation at the College. Myerscough emphasises that students take responsibility for their own actions and those of their guests.

- 8.4 Where damage has been caused to, or losses have occurred in accommodation and/or premises or facilities shared by a group of students, the person or persons who caused the damage and/or losses shall be liable to pay an equal proportion of the cost of reinstatement. Where damage or repairs cannot be identified, after investigation, as the responsibility of an individual, the costs of replacement or repair will be divided equally between all occupants in a particular room, hall or flat. The whole or any part of the room deposit paid by the student may be used by the College as full or partial compensation for such damage.
- 8.5 Where at least half of the initial room deposit paid by the student has been used as compensation for damage and/or losses, the student shall pay a further deposit as required by the College.
- 8.6 If the premises are rendered uninhabitable by fire, flood, storm or subsidence for example, for any period, the College shall endeavour to provide alternative accommodation. Where alternative accommodation is not available, the College will return to the student a proportion of the fee paid which shall correspond to the period that the premises were uninhabitable.
- 8.7 The College does not accept any liability for any loss and/or damage to any personal property, vehicles, bicycles or motorbikes within the accommodation or campus whatsoever.
- 8.8 The student is to indemnify the College against all loss or damage claims including vehicles on campus which are left at own risk or demands which may in any way arise or be occasioned either directly or indirectly out of the exercise of the rights granted under this contract.

9 Equipment and Cleaning

It is the responsibility of the student:

- 9.1 Keep the accommodation clean and tidy and, where it is shared, it shall be the joint responsibility of all the occupants. Any student who fails to maintain the accommodation to an acceptable standard, e.g. keep rooms and common areas clear of rubbish and obstructions, remove recycling items, food etc, may be liable for disciplinary action and/or additional charges. The College will regularly clean catered accommodation, including communal rooms. Corridors and staircases will be cleaned in all accommodation. Students in self-catering rooms will be responsible for the cleaning of their own rooms. En-suite bathrooms in self-catered accommodation will be cleaned weekly.

- 9.2 Treat with care all the decoration, fabric, furniture, fixtures and fittings. No form of fixing including and adhesive substance, permanent or temporary, e.g. blu-tack, adhesive tape or drawing pins that would be likely to deface or disfigure any of the internal surfaces of the room, furniture or equipment. Students who do so will be charged to repair damages caused. Students must not, under any circumstances, move the bed in their room. It should remain at all times in its original position. Students are not allowed to remove or replace Myerscough furniture in their rooms or communal areas. This includes the mattress. Only mattresses provided by Myerscough are allowed in student rooms.
- 9.3 The student shall not make, nor cause to be made, any alterations to the furnishing, fixtures or fittings, or decoration of the accommodation or part thereof, without the prior consent of the College. Such consent can be withheld for any reason and is at the absolute discretion of the College. No aerials (including satellite dishes) shall be affixed to the premises.
- 9.4 Maintain, in a clean condition, all utensils, equipment, cupboards, etc in the communal kitchen areas and for the removal of all and any refuse. Failure to maintain a standard of cleanliness in communal kitchens, that is acceptable to the Housekeeping Staff/Residential Support Officers, may render students liable to pay the full cost of any remedial action. Any persistent offenders will be moved to alternative accommodation and in extreme circumstances may be excluded from halls.
- 9.5 Remove dirty boots, soiled footwear or spiked footwear on entry to the halls of residence.
- 9.6 Ensure that upon vacating of the accommodation for each vacation period and at the end of the contract period, rooms are left tidy and rubbish disposed of. For self-catered accommodation, rooms and communal areas must be cleaned to a good standard before departure.
- 9.7 The student shall report promptly any losses and damages to residencies via the resrepairs@myerscough.ac.uk email.
- 9.8 Students residing in accommodation must sign and return to the Residential Operations Administration Office the inventory of fixtures, fittings and furniture relating to their respective room within 48 hours of taking possession of their accommodation. It will be assumed that if no inventory is returned, there is no damage or wear and tear. It is the interest of the student that this report should be completed and submitted as requested. Should the student not comply, the student will be deemed to be responsible for the discrepancies, anomalies or item(s) concerned and any costs that may be incurred for replacement and/or repairs to any such items. Failure to complete the room inventory will relinquish the right of the student to query any such charges.
- 9.9 Vacate the accommodation for each holiday period as per the dates advised and lock their accommodation (removing their belongings if required to do so). Where, on subsequent inspection by the housekeeping and Residential Operations staff, it is found that items on the inventory for the accommodation are either missing or

damaged beyond what the housekeeping and Residential Operations staff in their absolute discretion decide is fair wear and tear, the student will be charged with the cost of making good the deficiency. Students in shared rooms should satisfy themselves that all steps have been taken by them to check and have the inventory confirmed by the Residential Operations Administration Office before they depart. Any such amounts will be deducted from the room deposit and any excess over and above the room deposit will become payable in addition thereto. It is the students' responsibility to have the inventory checked prior to departure (at the end of each term and/or at the end of the year).

- 9.10 Upon vacating the accommodation for each vacation and at the end of the contract period, each student is responsible for returning all the keys and fobs they hold to hall accommodation to the Residential Operations staff or for depositing these keys/fobs in the letter box provided. Room deposit refunds cannot be processed at the end of the contract period until keys/fobs are returned.
- 9.11 Remove all personal property, including vehicles, from College premises/campus for each holiday period (if required) and at the end of the contract period. The College is not liable for any personal property left behind by students which will be disposed of.

10 Safety and Emergencies including Fire & Health

- 10.1 The student must read carefully and observe the fire regulations and notices which are displayed within the halls of residence and elsewhere within Myerscough College, Myerscough College reserves the right to amend such regulations and notices. The student should familiarise themselves with the location of all existing fire alarms, firefighting equipment and the location of their nearest assembly point. Participation in fire drill is mandatory and may take place with or without notice. Such drills will be carried out under the control of the Health & Safety Manager, the Residential Support Officers and other staff charged with responsibility for safety matters.
- 10.2 Fire appliances and any other safety or security equipment (including door closing mechanisms) must not be subject to interference except in the case of real emergencies. Failure to adhere to this regulation will result in serious Non-Academic Behaviour Management proceedings being taken against any individual(s) responsible.
- 10.3 Any unwarranted use of fire alarms or misuse of firefighting equipment shall constitute a serious breach of this Accommodation Licence and will be subject to Positive Behaviour Management policy and procedure. It is a criminal offence to give a false alarm of fire to the emergency services or tamper with fire equipment. Activating a fire alarm could give rise to any such incident being reported to the police.
- 10.4 The student must not interfere with the electric wiring or electrical equipment provided in the halls of residence or elsewhere on the Myerscough premises. Care must be taken at all times to ensure electrical sockets are not over loaded with the improper use of electrical equipment including extension plugs and leads. No cubed electrical appliances or cable drum extension leads are to be used in bedrooms or

communal areas. Advice on electrical appliances and their use must be sought from an appropriate qualified member of Myerscough staff through the Health and Safety Advisor or Maintenance Manager.

- 10.5 All portable electrical appliances (for example, kettles, hair dryers, straighteners, TV's, personal computers, chargers, iPads & iPods, this is not an exhaustive list) brought onto Myerscough premises must be in a safe working condition and must comply with current CE specifications. During the first few weeks of the academic year, all student owned portable equipment will be PAT tested by a registered electrical contractor to ensure that all appliances comply with electrical regulations.
- 10.6 The Accommodation and Catering Manager should be advised of any additional electrical equipment brought into accommodation after the testing dates. The number of electrical items in use at any time must not exceed the number of fixed sockets. Personal portable electrical items always remain the responsibility of the student. Myerscough reserves the right to confiscate any appliance which is deemed to be in an unsafe condition or to cause a nuisance.

11. Security

- 11.1 The student must not leave their allocated room unlocked during their absence, damage/change locks of the room or leave guests unaccompanied in the room. Myerscough staff will lock bedroom doors if found open, persistent callouts to unlock doors may result in a £10.00 call out fee being charged.
- 11.2 For reasons of security, if the student reports the loss of their room key they may be required to pay the cost of replacing the lock as well as the key from the room deposit.
- 11.3 Resident students are responsible for security of the halls of residence including, but not limited to, the locking of external doors, using the fob system appropriately and monitoring of non-residents entering the halls of residence. Students must not prop open external doors to allow free access or give out keys or fobs. Students who compromise the security of a hall of residence will be subject to the Positive Behaviour Policy and Procedure. Under no circumstances should visitors stay or be invited to stay, overnight in any student rooms or halls.
- 11.4 Students are strongly advised not to leave money and valuables in their rooms or vehicles or any unattended area. Myerscough cannot be held responsible for the loss of money, valuables or damage to any property. Students are responsible for their own personal property and chattels and are strongly advised to invest in insurance. Myerscough will not accept any liability for any theft or damage to such property.

12 Conduct

- 12.1 All students shall conduct themselves so as not to be, or to cause a nuisance or annoyance to any other occupants of the halls of residence or to others on campus or in the vicinity or neighbourhood of the campus.

- 12.2 All residents are required to show consideration for other students in halls of residence and to keep noise to a minimum at all times.
- 12.3 No audio or audio-visual equipment and/or musical instruments may be used so that it can be heard outside the room where it is played. Equipment will be confiscated where students persistently break this Myerscough regulation and will be returned to the student only when the students' occupancy of the room comes to an end.
- 12.4 Students may bring television sets into their rooms. Students are responsible for ensuring television sets have the appropriate licence. Television licences obtained for addresses other than the Myerscough Halls of residence do not cover students' use of television sets on campus.
- 12.5 The student shall not commit any illegal acts or act in such a way that will, in Myerscough's reasonable opinion, undermine the moral welfare of the Myerscough community or bring the name of Myerscough in disrepute. Acting in such a way may result in the student being subject to disciplinary proceedings.
- 12.6 The student shall not keep in the room or bring into any residential building any animals, birds or other pets, including fish or reptiles with the exception of a registered assistance dog. Students may not bring into their room or any part of the building any objects such as a bicycle, vehicle or motor cycle parts, including fuels, oils and solvents. Prohibited items will be confiscated and students will be returned to the student (if reasonably practicable) only when the students occupancy of the room has come to an end.
- 12.7 The student is not to use or allow the accommodation or premises to be used for any illegal or immoral purposes, nor shall any student carry out any trade or business from their room or hall of residence.

SECTION TWO

1. General

- 1.1 This contract contains terms and conditions upon which the person agreeing the contract (“the student”) will occupy his/her study bedroom (“the accommodation”) at Myerscough College (“the College”) and have the use of the communal areas in the particular College hall of residence (“the premises”).
- 1.2 The contract will commence upon the date specified in Section One, 5.2 and continue throughout the academic year 2021/22. The full annual hall fee stated in Section One of this contract is payable.
- 1.3 The parties hereby agree and acknowledge that the accommodation and the premises are being provided for the purpose of enabling students to attend a designated programme at Myerscough College and consequently this contract does not create a secure tenancy, being exempt by virtue of paragraph 8 of schedule 1 of the Housing Act 1988.
- 1.4 Students will be notified of any amendments to this contract at least **FIVE** working days in advance of the amendment. Notification will either be in writing or by notice or a combination of both.
- 1.5 The contract is for the full period as advised irrespective of timetable commitments, where the student is not studying each day, changes to timetable, course dates or if the student chooses to leave early in the summer term.

2. Conditions

- 2.1 The College may, at its absolute discretion, move a student into other accommodation within the premises or any other building owned or controlled by the College on reasonable notice wherever possible and for whatever reasons it deems fit.
- 2.3 Students shall not permit or allow any other person or persons to occupy or obtain possession of the accommodation, or any part thereof, for the purposes of residing and/or sleeping therein or for any other reason without prior authorisation.
- 2.4 The student shall not assign, charge, mortgage, part with possession or share occupation of the accommodation or transfer, grant or purport to grant sub-licence of the premises, accommodation or any part thereof, other than in circumstances relating to a student exchange programme recognised by the College. Any such sub-contract entered into under such a programme, where the occupation of rooms in halls is involved, must have the prior written consent of the College. Such consent can be withheld for any reason and is at the absolute discretion of the College.
- 2.5 The student shall not impede in any way the officers, servants or agents of the College in the exercise by them of the right of possession and control of the accommodation and/or the premises and, in particular, shall permit at all

reasonable times such officers, servants or agents with or without other persons to enter upon and view the condition.

- 2.6 The student is not allowed to smoke (including e-cigarettes) in any College buildings on campus including accommodation or any outside areas except in the designated smoking shelters situated at locations around the campus.

3. Liability

The College accepts no responsibility or liability that may arise where courses are cancelled or varied and accommodation is affected as a result of events that are outside the College's control, that is, a natural and unavoidable catastrophe (known as 'force majeure'), for example a health pandemic. This includes the closure or partial closure of the College.

I have read the terms of the Catering and Accommodation Licence and The Student Charter and agree to their terms and conditions.