

Bournemouth University Accommodation Bookings & Guarantee Policy and Procedures

1. SCOPE AND PURPOSE

1.1 These policy and procedures are for Bournemouth University (BU) staff and students*.

2.1 Residential Service is responsible for the maintenance of t 1 Tf0 Tc 0 Tw 17.17 0 Td()TjEMC ET/Link

3B Recruitment, Selection and Admission (Postgraduate Research Degrees): Policy and Procedure

3B Recruitment, Selection and Admission (Taught Programmes): Policy and Procedure

3D Fraudulent Applications: Procedure

3E Criminal Convictions Procedure

3M Admission and Support for Students Under 18: Policy and Procedure

4. ACCOMMODATION GUARANTEE POLICY

BU guarantee a room in BU accommodation to all students who meet the following criteria*:

- It is the student's first year of study at BU
 - Student will be studying on BU Talbot or Lansdowne campus**
- Student meets the three deadlines set out in Table 1 below:

Table 1		1 st :UCAS application submitted by:	2 nd : Student status UF (Unconditional Firm) by:	3 rd : To have chosen and reserved room by:
Level and year of study of study	UG (Home) –	18:00, 31 January 2024	09:00, A 'Level Results Day 2024***	
	September 2024			

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assessment to ensure that appropriate support will be in place for the student to manage these risks in the accommodation context.

7. CRIMINAL CONVICTIONS

7.1 This section applies to any student who has disclosed a relevant criminal conviction as required under [BU policy 3E: Criminal Convictions Procedure](#).

7.2 Students will not be asked to make a separate declaration of criminal convictions as part of the accommodation booking process. Under policy 3E, where a student declares a criminal conviction BU carries out an assessment of any risks which may arise within the University environment from the declared conviction. This includes consideration by the relevant BU Panel of any potential risks arising from the student living in BU accommodation. The outcome of that risk assessment will determine whether and how the student can proceed to exercise their right to guaranteed accommodation under this policy as follows:

7.2.1 If the risk assessment determines that there are no risks which justify an impact on the student's right to guaranteed accommodation or restriction of the choice of BU accommodation, the student will be informed accordingly by the Panel. The student's guarantee of accommodation is not affected and they will be able to proceed with accommodation booking through the standard route. No information about the conviction or the risk assessment will be passed to Residential Services;

7.2.2 If the risk assessment determines that there are risks arising from the student living in BU accommodation but these could be adequately controlled through risk control measures put in place around the student's booking of accommodation, the Panel will specify the required risk control measures. These may mean restricting the student's choice of BU accommodation or putting other conditions around their booking. In these circumstances the student will be informed of the proposed control measures. If the student wishes to proceed to take up their right to guaranteed accommodation on this basis, BU will provide the student with the information and assistance required to make their booking in accordance with the risk control measures. Information about the required risk controls will be passed to Residential Services for this purpose, and information about the conviction and the risk controls will be passed to Residential Services.

- 10.2 Students for all other properties will agree payment arrangements with their accommodation provider following the completion of Stage 2.
- 10.3 In all cases rents are collected in three instalments. The instalment dates for these payments are in September/p-6 w wi T--0.h.004 Td[(ac)4 (c)4 (om)Tc 0 Tw26.J0re.95 0

18. **APPENDICES**

Appendix 1 Management of BU Allocated Accommodation

Appendix 1 - Management of BU Allocated Accommodation

Building	Number of beds available for students	Owned by	Model	Rent collected by	Student holds accommodation agreement with
Chesil House	210	CLV	Nominations agreement	CLV	CLV
Corfe House	308	Student Roost	Nominations agreement	Student Roost	Student Roost
Cranborne House	497	CLV	Nominations agreement	CLV	CLV
Dorchester House	590	iQ Students	Lease agreement	BU	BU
Lyme Regis	400	CLV	Nominations agreement	CLV	CLV
Purbeck House	518	UNITE	Nominations agreement	UNITE	UNITE
Okeford House	94	CLV	Nominations agreement	CLV	