

Statement of Residential Principles and Practice

Version:	3.0
Owner:	Bellerbys College
Relevant to:	All residents in Brighton and London Bellerbys College Residential Accommodation
Date introduced:	01/09/2021
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Statement of Residential Principles and Practice

The College's aim is to transform residents into independent, resilient, ambitious young people in a safe and friendly environment, so they are well prepared to progress to the next stage of their life.

It is accepted that much of what is valuable in education takes place outside of the classroom. The college therefore aims to provide a very full educational experience within its residences as well as its learning spaces. The College is committed to the highest levels of safeguarding, support and care.

Residential Principles

To support academic achievement by developing confident young people who are self-aware and resilient and who make a positive contribution to their community. Residents will gain the skills to live successfully, work and study together as well as independently and thrive at University.

Residential Practice

We will achieve these aims through:

- Delivery of services which meet the Further Education Residential Accommodation: National Minimum Standards
- Promotion of the positive behaviour, choices and respect
- Integrated working of the Residence, Welfare and Academic staff teams
- Supporting the Global Community Development Programme
- Promoting and supporting independence

Our experienced and dedicated staff are committed to creating an environment which promotes happiness, respect and growth, ensuring each resident feels and cared for and supported.

Admissions Policies and Procedures

The admissions procedure is managed by the Central Student Services Team and agents across the UK and Global community. There is a range of residential and catering options available at Bellerbys College.

Pre-arrival Residential residents are given arrival packs including travel information, advice and guidance on London/Brighton and living in the UK, visa guidance and full information on the College and Residential buildings. Residents and their parents or agents are also invited to join the online Q&A sessions with the Student Experience Team.

Allocation of Rooms

Residents are offered a range of accommodation ranging from en-suite bedrooms on site to homestay.

After residents have chosen their accommodation type, rooms are allocated subject to availability.

Options include:

- Single rooms in single gender flats or corridors
- Single rooms in mixed gender flats of corridors
- A limited number of twin rooms
- Some larger rooms on the London Campus

On arrival, residents will be given an induction of the college campus and their accommodation and will have the option to request a room change if required. Requests for change from under 18s must be supported by parental/guardian consent. All requests will be considered, will be discussed with parents /guardians where appropriate if the resident is under 18 and will be subject to availability.

Requests are raised with the Student Experience Officers or Managers or the Welfare Team, within 1 week of arrival or immediately in event of an emergency.

There is a 12-week notice period if a resident wishes to leave the Residential accommodation.

The Nature and Organisation of our Residential Accommodation

Residential accommodation is provided in two forms: on campus accommodation and homestay, also known as 'host families'.

Bellerbys Brighton provides **residential** accommodation in single and shared rooms. Voyager House has 377 en-suite rooms and is attached to the main academic building. It is separated into 3 individual residences – Kipling, Milne, and Woolf. Residences are accessed via student ID card and have safes in each room.

Brighton Address

Stroudley Road
Brighton Hove
East Sussex
BN1 4LF

Adult residents are accommodated in areas which are not accessible by residents aged under 18 and the accommodation for children is not accessible by adult residents

Bellerbys London provides **residential** accommodation in single and shared rooms. Bounty House Accommodation has 252 en-suite rooms and is located across the courtyard from the academic building. There are 4 separate residences – Innovation, Inspiration, Enterprise and G Block. Rooms are accessed via student ID card and have safes in each room.

London Address

Bounty House

Stowage
Greenwich
SE8 3DE

Adult residents are accommodated in areas which are not accessible by residents aged under 18 and the accommodation for children is not accessible by adult residents

Homestay accommodation is provided through a network of family homes, providing individual home settings for residents of any age subject to availability and on request. Each homestay provider offers a personalised setting and a range of facilities. The homestays are located either within 45 minutes walking or on suitable bus and train routes to the college.

Homestay families are DBS checked, are routinely visited and annually inspected. Each family receives appropriate mandatory safeguarding training and are provided with the relevant policies.

The Management of our Residential Accommodation

The Student Experience Managers have overall responsibility for the experience of residents in the residence and home stay provision and report to the Director of Student Services and Associate Director of Welfare and Student Services.

The Facilities Manager has overall responsibility for the management of residential accommodation including the security and maintenance of all residences.

Providing Feedback or Making a Complaint about our Residential Accommodation

Resident satisfaction is very important. Residents are encouraged to complete surveys at regular intervals and engage in informal debate and conversation regarding their experience. This gives the college important feedback on the quality of the accommodation and our facilities and helps shape developments and services.

Residents who have immediate issues, concerns or problems are asked to speak to staff in the Student Experience Team, the Residential Team or Academic Team. Any concerns or issues are dealt with promptly.

Complaints are dealt with in line with the College Complaints Policy. See College website www.bellerbys.com/info/policies

Residents can also attend the regular Resident Committees such as (Resident Union and Resident Council) and Residential meetings.

Formal complaints can be made by following the College's Complaints Procedure, a copy of which can be obtained from the college website.

Safety and Security of our Residential Accommodation and Homestays

Brighton campus

Access to all accommodation is strictly controlled. Only students who are resident will be permitted to access the residential areas of Voyager House. Access to Kipling, Milne and Woolf is controlled electronically and residents are only given access to the corridor in which they live. Regular guests are allowed into homestay accommodation at the discretion of the homestay provider and are DBS checked with spot checks and routine checks made by the Student Experience Team.

London campus

Access to all accommodation is strictly controlled. Only residents who are resident will be permitted to access the residential areas and residents are only given access to the corridor or flat in which they live. Regular guests are allowed into homestay accommodation at the discretion of the homestay provider and are DBS checked with spot checks and routine checks made by the Student Experience Team.

Residents are able to access to staff at both campuses 24 hours a day, seven days a week. CCTV is in operation within Residence to provide an additional level of security.

All staff have been recruited as part of Study Group Safer recruitment policy.

Welfare and Support facilities

The Student Experience Team support the residents 24/7 and are also supported by Security staff who are present 24 hours per day, ensuring the premises are safe and secure for residents. There is CCTV provision throughout the college to maintain the security and integrity of the campus.

There is laundry provision on campus, spaces to relax and socialise, canteen/common rooms and kitchenettes available for residents.

The on-site canteen provides freshly cooked meals all year round and residents have access to local shops on site or close to the campus.

Each centre has a Learning & Activity Centre (including the Library) which is open daily.

First Aid trained staff are available 24/7. The campus is non-smoking and free Wi-Fi is available throughout the whole campus.

The Welfare Team are responsible for providing support, care and welfare 'check in's' with residents. The Welfare Team can provide front line support to residents who may need extra support with money advice, mental health, sleep support, general worries and anxiety amongst many more. The Welfare Team also provide links into a counsellor, GP and other external agencies where appropriate. Every resident will have a health and well-being meeting as part of our induction process.

Child Protection, Safeguarding and Welfare

The Director of Student Services (London & Brighton) and the Associate Director of Welfare and Student Services (Brighton) are the Designated Safeguarding Leads who are responsible, for the implementation of the College's Safeguarding and Child Protection Policy.

There are a minimum of two Deputy Designated Safeguarding Leads based in Brighton and London who work with the Designated Safeguarding Leads to ensure the Safeguarding initiatives are driven and reporting processes are known to all staff.

Supervision of Under 18s

Under 18 residents have regular touch points with staff during the day and through to the evening and weekends.

All Under 18 residents have to be back in the College at their curfew time, before each evening and be seen by a member of staff. All under 18-year-old residents are monitored by the attendance team during classes, if they do not attend class they will be seen or spoken to by a member of staff to ensure their welfare. During weekends and holiday periods extra activities and daytime check ins are in place to ensure residents are safe.

Check in Times are:

Sunday-Thursday 10.30pm

Friday-Saturday 11pm

Recreation and Activity Provision

The College provides a variety of extra-curricular social, sporting and enrichment academic activities throughout the evenings and the weekend as well as close access to outdoor space.

All residents are encouraged to join in with the activity programme and are invited to give ideas and feedback to shape the activities provided.

In the main common rooms, the residents have access to TV, games consoles, table tennis, table football and a range of board games and reading materials.

Supporting the needs of residents with learning disabilities or residents with religious, dietary, language or cultural needs

All new residents have a welfare check in at the start of term. In this check in the Welfare Team will speak to them about any religious or cultural needs they have and establish how we can support them during their time at College.

The Colleges have a quiet space which residents can use for prayer such as such as Ramadan or Lunar New Year using established practises for supporting and celebrating religious times of year.

We foster an environment of respect which allows ensure that our residents feel comfortable to speak to us about their culture and express ideas for how we can build an inclusive environment.

We celebrate our range of cultures each year with an international evening. Through our Global Community Development (PSHEE) schedule and also through our activities and conversations with residents we aim to ensure our residents all feel comfortable and able to express themselves at College.

Pre-arrival and again on arrival residents are asked to tell us about any dietary requirements they have. This information is shared with the catering team who have vast experience at preparing food for any dietary need. In addition to dietary requirements, the catering team are communicated to providing meal that suit a range of cultural requirements and tastes.

As an international College we support residents with a range of language requirements.

Pre-arrival residents are required to share any information regarding their learning needs and disabilities. Residents are supported holistically with embedded teaching practises and with extra

support from their tutor. The Colleges have a Special Education Needs Coordinator and Learning Support team who will work closely with any residents with identified learning needs.

Next Review: August 2022