

## **College Residential Accommodation Allocation Policy (2021/2022)**

There are 700 + bed spaces available at the College for under 18 and over 18 students studying Further Education programmes; a mix of single en-suite, twin en-suite and twin non en-suite rooms. All rooms are non-self-catering and students are expected to eat in the wide range of eating outlets on the campus.

Demand for rooms consistently exceeds the number available and the offer of a place on a programme does not guarantee an offer of accommodation.

### **Process for application – New students**

- Applications for accommodation open on Monday 19 April 2021.
- Applications will be considered and processed the week commencing 4 May 2021.
- In order to be eligible to apply for accommodation students must be studying on a Level 3 BTEC Diploma or A Level programme. We are not able to provide accommodation to students that are studying on Level 2 qualifications.
- Before making an application for accommodation, students must have accepted an offer of a place. Applications for accommodation will not be accepted until a place has been accepted.
- During the application process, students can state their desired room preference, however first year students are typically allocated twin en-suite rooms/twin non en-suite rooms.

### **Accommodation allocation will be allocated on the following basis:**

- Year 1 students who are in a sports academy will be allocated twin (bunk) en-suite rooms.
- A Level yr 1 students will be allocated twin non en-suite rooms in a three-storey accommodation block.
- BTEC students can apply for this room type, however spaces are limited.

As part of the application process, students must declare any medical conditions. Supporting evidence from a suitably qualified professional in the relevant field may be required and the College's Safeguarding & Wellbeing Manager will undertake a risk assessment prior to confirmation of an accommodation place where necessary.

When students apply for a room, they will be required to pay a deposit of £130 and to provide debit / credit card details to enable a recurring card payment plan to be set up. (Advance notification will be sent of the payment values and dates to be collected, and apart from the initial £130 deposit, will not start until after the student has moved into their room).

Students successful in securing a bed space will receive a formal offer of accommodation by 31<sup>st</sup> May 2021.

Students who have been unsuccessful in securing accommodation will be notified by 31<sup>st</sup> May 2021 and will automatically be placed on a wait list for a room.

### **Method of allocation – New students**

Demand for rooms consistently exceeds the number available and new students are encouraged to apply for accommodation as soon as possible after applications open, following acceptance of their offer to study.

### **Applications from students are allocated in accordance with the following criteria:**

- Home location of student.
- Programme of study. Students studying an agriculture, animal or equine programme of study will be given priority.
- Assessment of the quality of interview including quality of answers and alignment with career aspirations.
- Academic performance and attitude to study shown in school report.
- Predicted grades of students studying A level programmes.
- Students in a Hartpury Sports Academy.
- Students who have on-site livery.
- Suitability of the accommodation environment to the student's needs (after reasonable adjustments).
- Students on a recognised two year programme returning for Year 2 that have been in College accommodation previously and are not able to travel on public or College transport.

Students who are able to travel on public or College transport (see Hartpury website for details) will not be allocated accommodation unless there are rooms available at 31<sup>st</sup> August 2021.

### **Allocation decisions will use**

- An assessment made at interview using quality of answers given, and career aspirations.
- The strength of the last school report including grades, attendance, behaviour and attitude to study.

Students studying an A level programme should be predicted to achieve the standard entry criteria for their selected subjects or above. School or progress reports collected through the admissions process will be used as a source for predicted grades.

The above criteria will not preclude other students from being resident if vacancies exist.

Students over the age of 18 may be offered accommodation in Gloucester.

Students who study an Access to HE programme and students studying Agriculture Year 3 and returning to College after their placement year, will be allocated accommodation in Gloucester.

Students living in offsite accommodation are contacted on a regular basis by a member of the Hartpury Accommodation Team and students can be visited if requested.

The offer of accommodation will be withdrawn, if a student fails to meet the entry criteria for a programme, or if a subsequent risk assessment deems the offer of accommodation a safeguarding risk to either the student or others.

Qualifying for a bursary from the Residential Fund does not guarantee an offer of a residential place at College. Awards made from the Residential Fund cannot be used for any other purpose, e.g. transport, as the award is subject to external scrutiny.

### **Application – Returning students**

Having a residential place for one academic year does not guarantee a place in subsequent years and an application has to be made each year. Students who are able to travel on public or College transport will not be allocated accommodation unless there are rooms available at 31st August.

Returning students are given the opportunity to apply before the application process goes 'live' for new students. Applications will be judged yearly according to the allocation criteria.

Students returning for year 2 of their programme must apply for accommodation with a deadline of 9 April 2021, after which the rooms are offered to new students. New students will receive priority for accommodation from this date.

### **Allocation – Returning students**

Students returning for year 2 of their programme who are aged over 18 on 1 September 2021 will be allocated to single en-suite accommodation in New Vicarage, which has a tenancy of 40 weeks.

Students returning for year 2 of their programme and who turn 18 before Christmas 2021 may be allocated to single en-suite accommodation in New Vicarage, which has a tenancy of 40 weeks. Students will also have the opportunity to live off-site in Gloucester.

There is no appeals process and the decision of the Hartpury Accommodation Team is final.

February 2021