

ACCOMMODATION MISCONDUCT PROCEDURE

APPENDIX A



University Accommodation Rules

It is expected that students treat others (including their property) and the University Accommodation/staff with respect, and have due regard for their own health and safety and that of others whilst resident in on-campus accommodation. This includes; an expectation that students shall:

- keep the room contents, communal areas/kitchen and equipment provided by the University clean, tidy and free from damage at all times
- take appropriate steps to ensure the safety of the residence by; ensuring ground floor windows are not left open when the room is unoccupied and reporting any suspicious persons to accommodation/security staff
- be careful not to litter the grounds, gardens and pathways around the residence

The University Accommodation Rules below set out the types of behaviour that would constitute misconduct in university accommodation. The list is indicative (but not exhaustive) of the type of behaviour that would constitute misconduct in university accommodation, and the likely penalties associated with such behaviours. One or more sanctions may be issued for any given offence.

The definition of misconduct and further details and definitions of the types of penalties are contained within the University Accommodation Misconduct Procedure. Students should make themselves familiar with the University Accommodation Misconduct Procedure, which governs the process for dealing with a breach of these University Accommodation Rules.

The University Accommodation Rules apply to all registered students living in, visiting, or using the facilities of on-campus university accommodation. This includes students who have suspended their studies at the University of Hull, students who have withdrawn from the University but still resident during their notice period and those who have completed their studies but are yet to graduate from the University of Hull. Students will be held responsible for the behaviour of **any person** they permit to enter a residence. In addition, this includes residents who are not a Student of the University but resident under the auspices of a commercial agreement between the University and a partner.

The categories of offence outlined below are to be used by authorised staff as guidance for directing proceedings under the aforementioned procedure.

The University Accommodation Misconduct Procedure contains processes for dealing with cases of category A, B and C misconduct. Although the University will determine the level of misconduct alleged to have been committed, the table below indicates the likely classification of misconduct; with examples of misconduct likely to be regarded as more minor, being classified as a Category C offence, ranging up to the most serious acts of accommodation misconduct falling within the Category A classification.

It should be noted that there will be instances when certain behaviours which would usually be considered to be minor are in fact very serious and will require a more serious penalty. There will also be instances when certain behaviours which would usually be considered to be serious are in fact more minor and will require a less serious penalty. The Authorised Staff as outlined within the University Accommodation Misconduct Procedure, will determine the category of the offence and the level of investigation required, in accordance with the procedure.

Multiple or repeated incidents of misconduct may be more serious than a single act of misconduct and previous findings may be taken into account when determining what penalty should be imposed.

**ACCOMMODATION MISCONDUCT PROCEDURE
APPENDIX A**



Category	University Accommodation Rules	Likely Penalties
<p>Category A:</p> <p>This type of misconduct will automatically be referred to the University’s Student Disciplinary Regulations.</p>	<ol style="list-style-type: none"> 1. Failure to comply with Precautionary Action 2. Failure to comply with a penalty issued under this procedure 3. Failure to comply with immediate precautionary action taken by Authorised staff 4. Do not bring into the residence, any firearm (including imitation/model/BB guns), illegal knife, blades, club, sword, slingshots or any other weapon which may be hazardous to the health and safety of university staff and students. Where students are a member of an ‘Airsoft’ group/club (or similar) and students wish to keep an ‘Airsoft’ gun/rifle (or similar) in university accommodation, the student should apply for a permit (via the student portal) before bringing said gun/rifle into accommodation. The decision to issue the permit will be at the sole discretion of accommodation staff as will the decision to revoke any such permit. 5. Do not be in possession of a quantity of controlled substance including legal highs or non-prescribed drugs and/or paraphernalia which is deemed consistent with intent to supply; 6. Do not undertake any activity related to the supply and or cultivation of controlled substances, including legal highs and non-prescribed drugs; 7. Do not engage in physical violence towards any other person 8. Do not perpetrate domestic abuse including physical, emotional, financial or otherwise 9. Do not engage in sexual misconduct including but not limited to engaging or attempting to engage in sexual intercourse or act without consent, taking or sharing private sexual materials of another person without consent, inappropriately showing sexual organs 10. Do not engage in any conduct with/or towards minors in the locality of university owned accommodation that may be deemed inappropriate and/or harmful in any way 	<p>See the code of student conduct which sits under the Student Disciplinary Regulations, found here: Code of Student Conduct (hull.ac.uk)</p>

**ACCOMMODATION MISCONDUCT PROCEDURE
APPENDIX A**



	<p>11. Do not harass, victimise, or discriminate against any person on any grounds, in particular; age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race, religion and belief, sex; or sexual orientation.</p> <p>12. Do not engage in riotous, violent, indecent, disorderly, threatening or offensive behaviour or language (whether expressed orally, in writing or electronically) including harassment, intimidation and/or bullying of any person both within university accommodation and the surrounding grounds;</p>	
<p>Category B:</p> <p>This type of misconduct will be handled by the accommodation office except where a final warning has already been issued, in this event the misconduct shall be referred to the University's Student Disciplinary Regulations .</p> <p>Where such misconduct occurs in room the student whom has contracted responsibility for the room shall automatically be issued with a penalty as deemed proportionate. Additionally, any visitor to the room whom is also a student and has been identified as being</p>	<p>13. Do not behave in a way likely to cause injury to any person or to impair safety; Take reasonable care for your own health and safety and that of others who may be affected by any act or omission.</p> <p>14. Do not throw items from balconies, windows and/or down stairwells</p> <p>15. Do not interfere with fire notices, doors or equipment provided to detect or fight fire, or interfere with or obstruct fire exits in the residence;</p> <p>16. Do not smoke, including vaping within university accommodation; Smokers must also observe designated no-smoking areas on the grounds outside university accommodation and where provided use designated smoking areas;</p> <p>17. Do not use candles, oil burners or joss sticks in the residence/room/communal areas.</p> <p>18. Do not leave pans and pots unattended whilst cooking</p> <p>19. Do not use cooking equipment in your room; including alcohol brewing kits;</p> <p>20. Do not bring Air fryers into rooms or communal areas.</p> <p>21. Attend fire safety training, be familiar and comply with the fire evacuation plan for the residence, this includes evacuating the residence when the alarm sounds;</p> <p>22. Do not spray aerosols near smoke detectors as this may activate the fire alarm or leave en-suite doors open whilst showering as this may activate the fire alarm;</p>	<ul style="list-style-type: none"> ● Acceptable Behaviour Contract ● Absolute discharge; ● Attendance on a course or programme at cost to student; ● Requirement to pay cost incurred as a result of misconduct ● Deferred penalty; ● Written Caution ● Fine; ● Final warning

**ACCOMMODATION MISCONDUCT PROCEDURE
APPENDIX A**



<p>involved in the misconduct (in room) shall also be automatically issued with a penalty deemed proportionate.</p> <p>Where such misconduct occurs in communal areas, enquiries shall be carried out to identify whom was responsible and in the event a student is identified and reasonably believed to have engaged in the misconduct, the student shall automatically be issued with a penalty as deemed proportionate.</p>	<ul style="list-style-type: none"> 23. Do not use any unauthorised form of additional room heating or interfere with any electrical installation; 24. Do not use more than one four-gang trailing socket from which no more than four appliances may be operated within the safe loading limit of the circuit; 25. Do not bring into the residence additional heavy or bulky furniture, bicycles, equipment or luggage than can be reasonably stored within the room; or anything which in the university's opinion is or may become a hazard; Also, do not keep any large/bulky equipment in the communal areas without the express permission of university accommodation staff. All belongings must be kept carefully and properly to ensure a free walk way in case of fires. 26. Do not keep animals of any description (support animals may be permitted with prior notice. Permission may be requested through the student portal) 27. Do not use university accommodation for commercial purposes; 28. Do not keep in the residence any items deemed consistent with the use of controlled substances, including but not limited to; bongos, rollers, grinders and pipes 29. Do not bring, or use another person to bring, into the residence any controlled substance including legal highs or non-prescribed drugs, or hazardous substance (including nitrous oxide) of any kind; 	
<p>Category B:</p> <p>This type of misconduct will automatically be referred to the University's Student Disciplinary Regulations for handling either formally or informally.</p>	<ul style="list-style-type: none"> 30. Failure to engage in, or comply with Informal Resolution Action deemed appropriate by Authorised Staff 31. Do not photograph or record any other person without their permission including audio and visual recordings, and/or do not use any such photographs and/or recordings for the purpose of harassment 32. Do not conduct yourself in a manner which unjustifiably infringes freedom of thought or expression within university accommodation; 	<p>See the code of student conduct which sits under the Student Disciplinary Regulations, found here: Code of Student Conduct (hull.ac.uk)</p>

**ACCOMMODATION MISCONDUCT PROCEDURE
APPENDIX A**



	<p>33. Do not engage in alcohol-related nuisance, for example; shouting, using foul and abusive language or displaying threatening behaviour whilst under the influence of alcohol</p> <p>34. Do not impede university staff or any other staff performing services at the accommodation in the performance of their duties; Comply with all instructions or reasonable requests issued by staff (e.g. failing to produce ID card);</p>	
<p>Category C:</p> <p>This type of misconduct shall <i>normally</i> be resolved by way of informal resolution</p>	<p>35. Do not affix pictures, posters or anything else which may cause offence anywhere in the residence;</p> <p>36. Do not affix additional aerials, computer connection points, or satellite signal receiving dishes;</p> <p>37. Do not remove university property from the residence;</p> <p>38. Ensure that noise is kept at a level which does not reasonably cause a disturbance to others at any time, in particular do not make excessive noise outside the room or allow excessive noise to emanate from the room between 11.00 pm and 7.00 am (especially around any examination/dissertation write up periods);</p> <p>39. Declare all guests staying one or more nights in the residence and where a visitor’s record book is in operation ensure all visitors to the residence are signed in and out. Guests are not allowed to stay more than two nights a week, and minors (guests under 18 years) are not allowed to stay overnight or, remain unsupervised in the university accommodation.</p> <p>40. Do not sleep in communal areas where this may cause or is capable of causing nuisance and annoyance to other house/flatmates</p> <p>41. Ensure that keys/swipe cards and/or electronic door lock codes issued for entrance/room doors of the residence are kept secure and used only by you;</p> <p>42. Do not enter another students residence without permission.</p> <p>43. Do not store or use electric scooters in and around University Accommodation.</p>	<ul style="list-style-type: none"> • Words of Advice • Reminder of the rules • Voluntary Flatmate agreement • Restorative Practice • Requirement to pay cost of the damage • Creation of a no music zone in communal areas for a defined period