



- 1.4 Following a risk assessment, for all University staff deemed to require a DBS check ensure that this is conducted, received and held on file by BU Human Resources.
- 1.5 Following a risk assessment, for all University staff not deemed to require a DBS check, e.g. if their main place of work is not student accommodation, but who still require to occasionally work in University managed accommodation, to ensure that the staff member carries identification, conducts works between 9am and 5pm (except in an emergency situation), is advised prior to conducting the works that there are students under the age of 18 residing in that specific accommodation, and, where possible, is accompanied by a member of DBS checked University staff when visiting a room where there is known to be a student under the age of 18 years.
- 1.6 Ensure that all University Security Contractors working in University managed accommodation hold a Security Industry Authority Licence (SIA) which includes a DBS check and to be held on file by BU Estates
- 1.7 In respect of all other (non-DBS checked) University contractors or agency staff working in University managed accommodation, prior to commencing their duties in respect of accommodation occupied by a student under the age of 18, ensure that they are accompanied by a member of DBS checked University staff when visiting a room where there is known to be a student under the age of 18 years.

contractors. However, all Contractors will be required to: carry identification, conduct their duties between 9am and 5pm (except in an emergency situation) and, where possible, be accompanied by a member of University staff when visiting a room where there is known to be a student under the age of 18 years as stated above.

- 2.2 Carry out DBS checks on University contracted Private Accommodation Partner employees or contractors.
- 2.3 Carry out any checks, other than those mentioned above on under 18's living in University accommodation
- 2.4 Monitor how the student spends their leisure time or manages their finances.
- 2.5 Apply this policy to students under the age of 18 who choose to live in privately rented accommodation

### 3 The student will:

- 3.1 For University managed accommodation, be required to enter into an accommodation contract (the 'Student Licence') with the University and abide by its [Terms & Conditions](#).
- 3.2 For University contracted Private Accommodation Partner accommodation, be required to enter into an accommodation contract and abide by any associated Terms & Conditions as supplied.
- 3.3 Read and coand5

