

## **Oxford Brookes University**

# **Oxford Brookes University Owned and Managed Accommodation – COVID-19 Lockdown Policy**

July 2020

## **Oxford Brookes University Owned and Managed Accommodation – COVID-19 Lockdown Policy**

**This policy is applicable to: Clive Booth Student Village, Crescent Hall, Cheney Student Village, Paul Kent Hall, Warneford Hall, Lady Spencer Churchill Hall, Westminster Hall and Harcourt Hall and Brookes Lettings properties only.**

This policy is intended to assist new students renting accommodation from Oxford Brookes in the event of a new COVID-19 lockdown covering the whole of England.

The policy offers students living in Oxford Brookes owned or operated accommodation in 2020-21 the option of pausing or terminating their accommodation contract in the event of any new COVID-19 lockdown affecting the whole of England.

The policy documents the actions that the University will take in the following situation only and applies only to the University managed halls of residence/properties listed above.

**Should the Government implement one or more full lockdowns\* in England in response to the COVID-19 pandemic, the University will offer you the following three options:**

\*Please note that local lockdown restrictions will not engage the application of this policy and that "full lockdown" means no non-essential travel and working / studying from home unless otherwise permitted by the Government."

- If you remain in your University accommodation, full charges, full support services and full contract term will continue to apply.
- If you decide to fully vacate your University accommodation (restrictions allowing of course), removing your belongings and returning your keys, you can apply to be released from your contract. The date for this will be set by the University for all students, so may be different from the date of your actual departure. Please note that should you decide to vacate your accommodation fully and therefore surrender your licence and right of re-entry, there is no guarantee of your being offered a place in Oxford Brookes accommodation at a later point.
- If you prefer to travel home or elsewhere but leave your belongings in your University room, you can apply to receive a 50% reduction on your outstanding accommodation fees - for a period of time that the University will define, based on the lockdown period imposed by the Government - this will not be tailored to individuals and will be applicable to lockdown periods only and not time leading up to or following.

### **How will this work?**

In the event of a future full lockdown situation in England, residents will be contacted by the Residential Services Team and will be asked to submit their intended option.

All requests for release from your accommodation licence agreement must be made in writing (email is acceptable) via the channels submitted to you at the time, or you can make your request directly to [accomm@brookes.ac.uk](mailto:accomm@brookes.ac.uk)

In order to exercise your right to terminate or suspend your licence to occupy, you must comply with any conditions stated and return your fully completed election forms within the time limit set.

### **Complaints/Appeals**

Complaints must be submitted in writing (email is acceptable) to Jayne Golsby, Head of Residential Services. Contact details below:

Jayne Golsby  
Head of Residential Services  
Directorate - Estates and Campus Services  
Oxford Brookes University  
John Payne Building, Headington Campus (Gipsy Lane)  
Oxford  
OX3 0BP

Email: [jgolsby@brookes.ac.uk](mailto:jgolsby@brookes.ac.uk)

If a resident believes the University has not complied with this policy and wishes to complain, they should follow the University Complaints Policy. The University Complaints Policy provides information on what you should do, together with details of how we will process and respond to your complaint.

<https://www.brookes.ac.uk/students/student-disputes/student-complaints/student-complaint-procedure/>