

Adapted rooms policy

The University of Leicester has an anticipatory duty under the Equality Act (2010) to ensure that its services are generally accessible to as many students as possible without the need for alteration. This is particularly true of most the University's accommodation, however, the University is always happy to make reasonable adjustments to support students who require adjustments to its accommodation or require accommodation in a particular location to help them participate fully and enjoy a fulfilling university experience.

We are committed to:

- equality, diversity and inclusivity;
- making residencies accessible to all;
- welcoming and supporting disabled students.

The definition of disability which will be the University of Leicester's guiding principle is the definition as laid down in the Equality Act (2010). The Act defines a disability as:

- "a physical or mental impairment which has a substantial and long-term adverse effect on a person's ability to carry out normal day-to-day activities";
- long-term in this context as having lasted, or being likely to last, for at least 12 months;
- substantial is defined as more than minor or trivial.

Students should send evidence confirming their disability or long term condition to the AccessAbility Centre. Consideration will be given to requests from other students if they are supported by a doctor's letter. Ideally, evidence should confirm the impact of the student's disability or long term condition on their living/domestic environment to ensure that all aspects of a student's requirements can be supported. All documentation must be in English with a confirmation that it is an official translation if the original was in a different language

Personal care

UK students who need personal care – help with washing, dressing, eating, shopping, food preparation and so on - need to contact their local Social Services for a Social Services support assessment which looks at the environment in which they will live when they are at university. International students would need to consider how they will fund personal care costs and add these costs to their calculations when they are planning to study in the UK.

Application process for adapted accommodation

Below is a breakdown of the process for both prospective and current students when they are interested in living in University of

Leicester accommodation and adaptations are required:

1. Application
2. Consultation
3. Design
4. Completion of works
5. Health and Safety sign off

1. Application

Year 1 students are asked to [apply for accommodation by 1st September](#) to guarantee a room in halls in their first year of study. If major adaptations are required to a standard room, applications must be made as soon as possible before the start of the accommodation contract to allow for consultation, design, completion of works and health and safety sign off before the start of

term. We cannot guarantee all works to adapt the room will be completed if sufficient time or information is not provided.

Disabled students who come to Leicester via Clearing may have to consider deferring entry if the current accommodation stock cannot be appropriate for their requirements and building works or other adjustments cannot be completed in the month between Clearing and the start of the academic year. Students may be able to remotely access their course until their accommodation is ready if this can be arranged with their academic department.

We will inform students promptly if the work is not able to be completed for the start of the academic year.

When completing the accommodation application form, students should indicate their requirements and think carefully about their accommodation choice. Living in the right room and location can help students manage their disability or situation whilst studying. The following are examples of adjustments and equipment which should be indicated on the application form if they would be useful. For information about room and furniture dimensions look on the Accommodation Service webpages le.ac.uk/accommodation.

- Accommodation near to the main campus
- Accessible parking near the accommodation
- Ground floor accommodation
- Accommodation with a lift
- Wheelchair accessible accommodation
- Wheelchair/scooter storage space
- Automatic doors to the flat and room
- Hoist (either fixed or mobile)
- An ensuite bathroom
- Adapted bathroom/toilet (shower seat, grab rails, height adjusted facilities)
- Alarm pull cords in the bedroom and/or the bathroom
- A kitchen with height adjustable facilities
- Deaf Guard pillow – for students with hearing impairments
- Flashing fire alarm
- A fridge in the room
- Space for specialised furniture or work station
- A carer's living space – usually charged to

Social Services for the usual rent for the contract period chosen

- Facilities for a guide/assistance dog registered with an organisation such as Guide Dogs UK or Assistance Dogs International
- Clinical waste removal requirements

Every effort is made to match individual requirements with suitable accommodation.

The University has the SafeZone app and students who may need assistance in their accommodation must download this application to their phone or have a wearable device (supplied by Security) so that they can summon assistance or first aid promptly.

See this web link for further information and download instructions: le.ac.uk/safezone.

2. Consultation

If the application indicates accommodation alterations are required, students will need to:

- have a discussion about their requirements with the AccessAbility Centre;
- mention equipment or furniture which they may want to bring with them;
- visit Leicester to consider various options before and after adaptations are made;
- arrange for their social worker and occupational therapist to make visits, if required;
- obtain detailed reports from an occupational therapist. These are essential and will be required where recommendations for specialist beds, bathroom equipment and hoists are involved before any such arrangements can be agreed. If the student's occupational therapist is unavailable, it may not be possible to complete the work or adaptations required.
- Detailed reports from social workers are essential and will be required where recommendations for specialist care are involved; they must be sent to the AccessAbility Centre before any such arrangements can be agreed.
- Consultation meetings will be arranged and co-ordinated by the AccessAbility Centre and will also include colleagues from Accommodation and Estates and Campus Services.

3. Design

The detailed reports from an occupational therapist will form the basis of adaptations in halls of residence and progress cannot be made with designs for a room and requisite specialist furniture (beds, bathroom equipment and hoists, etc.) without these detailed recommendations. The student's occupational therapist must be available for discussions about the choice of a suitable room, equipment design and fitting as required (or see point (2) above).

It is expected that the ECS will:

- follow the principles included in the [Inclusive Design Guidance](#).
- follow processes and procedures already in place whether this is the [new works process](#) or in their [Project Management Guidance](#).
- or use of the small works process by emailing ecs-service@le.ac.uk as directed on the [ECS website](#).
- and work in liaison with [Interiors](#) if required.
- these works will be funded by the Accommodation Service and liaison between the two services is essential.

4. Completion of works

Estates and Campus Services (ECS) will undertake the completion of works and will liaise directly with the occupational therapist or social worker as required if details need to be checked. We cannot guarantee all works to adapt the room will be completed if sufficient time or information is not provided.

5. Health and safety sign off

Students cannot take up residence until the adaptations and/or equipment installed have been signed off as appropriate and safe by the student's occupational therapist and social worker where required.

Room subsidy

Disabled students who have to live in particular types of accommodation as a direct result of their disability may be eligible for subsidised rent. In this circumstance, the disabled student will pay lower rental costs than might usually be the case. **The scheme is only open to those students whose disability dictates that they have to have a particular type, style or format of accommodation.** For example, UK students who are eligible may often be in receipt of the Disabled Students' Allowance, however, the scheme is open to any disabled students whose disability dictates that a certain type of accommodation is required. This scheme cannot subsidise personal choice or convenience.

Once it has been agreed that a student is eligible for this lower rent, this eligibility will remain whilst the student stays in university accommodation where the rental contract is issued by Residential Services (i.e. residences in The Village or The City). The subsidy will be calculated annually and will be credited to the student's account on a termly basis (in line with the rent payment dates).

For 2021/22 subsidised rents will be as follows. This is equivalent to the average weekly cost of a Single Bedroom with Washbasin.

Academic year	Weekly rate	Nightly rate
2021/2022	£108.50	£15.50

If a student's application is received after the start of the contract period then the subsidy will apply on a pro-rotta basis, starting from the date the student applied for the subsidy. This subsidy is not available to students in private accommodation.

Accommodation for personal carers

If students are supported by a resident carer for personal care they will be able to apply for the subsidy for their carer's accommodation as well as their own.

Subsidy application process

If disabled students feel their circumstances mean that they are eligible for the subsidised rent scheme, students should indicate this on their online accommodation application form. The request will be considered by Residential Services who may seek further clarification from the AccessAbility Centre. Disabled students are strongly advised to get in touch with the AccessAbility Centre and send in evidence which confirms their disability otherwise applications for the subsidised rent scheme could be delayed.

Criteria

1. You are eligible to apply if you meet one or more of the following criteria:
2. A requirement for an en-suite, studio or flat in University contracted accommodation as a result of a disability.
3. A requirement for an additional room to be used by a carer or support worker. Please note all of our bed space are single occupancy (except where a flat has multiple bedrooms).
4. Exceptional cases where a requirement for an en-suite, studio or flat accommodation is considered appropriate by senior Student Support Services staff, based on evidence of ongoing difficulties that substantially impact on your ability to use shared bathroom facilities.

Personal convenience or preference do not form part of the criteria and will not be considered.

Travel and parking arrangements.

Designated parking spaces are available at most residences for disabled drivers (blue badge holders).

Disabled driver parking near academic buildings is co-ordinated by the AccessAbility Centre. Students should email: accessible@le.ac.uk.

The University shuttle bus service provides regular buses, during term time, from The Village to the main academic campus. This service supports wheel chair access. In some circumstances an annual bus pass can be provided free of charge based on the individual assessment.

If you have any general enquiries relating to accommodation please contact the Accommodation Team on accommodation@le.ac.uk or +44 (0)116 252 2428.