

# Just Homes

## Conditions of Residence – Appendix 1

We provide accommodation and support for women with children/pregnant, who have no recourse to public funds and are homeless. The goal is to support residents while they process Home Office applications and, when granted status, to help them towards move on to suitable accommodation. These Conditions of Residence have been designed to foster an atmosphere that develops co-operation, family ethos, parenting skills, personal development and preparation for move on.

**False/withheld information:** Any withheld or false information at application, interview, or subsequently could result in termination of licence.

**Any breach of the following conditions of residence by residents or their visitors could result in termination of licence. In the case of threat or risk to others (including substance use or noncompliance with Fire safety regulations), this will result in immediate termination of your licence.**

**Employment:** If residents do not have permission to work, they are not allowed to take employment. If they are allowed to work, they will be expected to actively seek suitable part time work which is compatible with childcare.

**Licence charge/Benefits:** Residents must agree to Social Service payments being paid directly to Just Homes.

**Meetings:** It is a condition of taking up accommodation with Just Homes that residents agree to attend one to one and group support meetings. Residents must attend one-to-one support meetings and house group meetings. These will be pre-arranged. Residents must give at least 24 hours' notice of inability to attend with good reason. In the case of one-to-one meetings, residents must agree to an alternative time. Persistent failure to attend group and one-to-one meetings could result in termination of licence.

**House Duties:** each resident is required to engage in a weekly cleaning rota and a monthly team cleaning rota. Persistent failure to engage in allocated cleaning rotas could result in termination of licence.

**Room:** Accommodation is provided in a furnished room. You do not have exclusive use of your room. There will be regular health and safety inspections of residents' rooms. For the better management of the house, and taking into consideration the varying needs of individuals, residents may be required to change rooms. If you are not making use of your room regularly (5 nights a week), it will be assumed that you do not need it and your licence will be terminated unless you have made special arrangements with the staff. Residents are not allowed to redecorate or put pictures up without the permission of the Just Homes management team. TVs are provided in individual rooms and are covered under Just Homes' TV licence. Individually owned TVs are not allowed in the premises. Residents are not allowed pets in their rooms. Residents must not enter the bedrooms of other residents without permission. Residents are responsible for the upkeep of their rooms and keep them in a good state of cleanliness.

**Use of common facilities:** residents must use common facilities provided respectively and leave them in a clean and appropriate state after use. Common areas should not be used for storing residents' personal belongings. Just Homes staff team reserves the right to remove personal belongings stored in common areas. Abuse of common areas, and persistent storage of personal belongings in shared used space could result in the termination of licence.

**Storage:** Just Homes can only provide limited storage space. Residents should not bring excessive luggage with them. No extra furniture or white goods are permitted. Fridge/freezer and kitchen cupboard space will be allocated and residents should only use designated storage space. Common use storage areas and cupboards must be maintained as common use facilities. Prams/strollers should only be kept in the area designated for prams.

**Disposal of excess luggage:** Personal Luggage stored in common areas will be removed and disposed of after 3 days' written notice. If your rooms are cluttered with luggage to the point where we believe it causes a health and safety risk, you will be given 7 days to remove your excess luggage. Where there is a health and safety risk, Just Homes reserves the right to remove and dispose of your belonging after 7 days' written notice.

**Pest control:** All residents are required to keep food in sealed boxes and check expiry dates routinely. Opened packets of food, and dirty plates should not be left in your bedrooms. Cupboards, fridge/freezers and all dry food cupboards should be routinely cleaned, and items checked for expiry dates. All areas where food is handled should be cleaned routinely after use. If you need help with storage boxes or cleaning products, please contact the staff team.

**Health and Safety:** Just Homes conduct regular fire drills and residents are required to attend. Electrical items belonging to Just Homes are also safety checked regularly. Residents' own high voltage electrical appliances are not allowed to be used in rooms or in kitchen (kettles, toasters, microwaves, irons). Just Homes is not obliged to check residents' electrical items but if they are checked and deemed faulty, they will be disposed of. If residents need to use a steriliser or similar baby equipment, please request permission from staff and use them in the designated areas. Residents should not tamper with the fire safety equipment in the premises or block smoke detectors.

**Heaters:** No electrical or other heaters are permitted on the premises except those provided by Just Homes. Any unauthorised use of heaters will result in confiscation of the item(s), to be returned when resident leaves.

**Open Fires:** All sources of open fires are not permitted in the premises, this includes, candles, incense and any other source of an open flame. Such use can lead to an immediate termination of your licence.

**Children:** Children are the responsibility of their respective mother and should not be left unattended. Residents should only leave their children with other residents with their prior consent and will do so at their own risk.

**Just Homes staff team will not take responsibility for the care of children on the premises.** Mothers are expected to take responsibility for the conduct of their children, children should be supervised and encouraged not to scribble on walls, peel off wallpaper, swing on stairgates etc.

**Noise/Nuisance:** Residents must vacate the communal areas by 11pm. Noise in the house must be kept to a reasonable level all times. After 11pm there must be no noise outside the residents' rooms. Special consideration should be given to not disturb other residents in the house and neighbours after 11pm.

**Visitors:** Only one visitor per resident is permitted without prior permission and allowed only in the common areas. Visitors are not allowed in bedrooms or upstairs under any circumstance. Pandemic regulations will apply to this section.

**Use of common facilities:** Cooking, washing up, clothes washing and tidying up after children is the responsibility of each parent and should be done in good time to enable others to use facilities. Washing should only be dried in designated areas, not on radiators/bannisters etc.

**Immigration Issues:** Residents are required to keep staff informed of progress with their Home Office applications. Support will be given in this process wherever possible.

**Substance Use:** Alcohol and drugs are not to be brought onto or used on or near the premises either by residents or their visitors. Smoking is not permitted on the premises; this includes the garden area.

**Parties and BBQs:** residents can have parties and BBQs after obtaining prior permission from the staff team. It is the responsibility of the person requesting permission to clean up afterwards. The decorative conditions of the building or the garden areas should not be damaged in the process. Just Homes reserves the right to charge the resident concerned for such damage.

**Anti-Social Behaviour: (*behaviour likely to cause alarm, harassment or distress to others*)** We expect no anti-social behaviour towards staff, residents, visitors, contractors and neighbours. This includes behaviour both inside and outside the house.

**Move On:** Residents must move on when assessed by staff as ready.