

CHRIST CHURCH OXFORD

AND

The Junior Member as per the electronic acceptance

LICENCE TO OCCUPY

RELATING TO JUNIOR MEMBER ACCOMMODATION OWNED BY

CHRIST CHURCH – OXFORD

[Accommodation Code of Practice \(universitiesuk.ac.uk\)](https://www.universitiesuk.ac.uk/accommodation-code-of-practice)

THIS LICENCE AGREEMENT is dated on the date the electronic acceptance form is received. This LICENCE AGREEMENT, the Christ Church Blue Book (the Junior Members' Handbook), and the terms and conditions of Endsleigh's insurance cover <https://www2.endsleigh.co.uk/personal/home-insurance/your-student-cover/?HHRef=HH1120> create legally binding obligations between Christ Church and the Junior Member, so please read them and make sure you understand and agree to them before you sign this agreement. This licence agreement is governed by English law which international students may find quite different to the law which applies in their country. Take advice before signing if there is anything you are unsure about

Junior Member	The recipient of this agreement
College	Christ Church, St Aldates, Oxford OX1 1DP; accommodation@chch.ox.ac.uk
Accommodation	A room owned by Christ Church to be allocated to the Junior Member by Christ Church
College Contents	Christ Church shall provide in or to the Room: <ul style="list-style-type: none">a. A bed and bedside cabinet.b. A wardrobec. A desk, desk chair and occasional chaird. Curtainse. Heat, light, water and other services <p>The fixtures, fittings and equipment at the College which are for junior members' use but which are not allocated to any junior member's room.</p>
Building	The building within which the Accommodation is situated.
Common Facilities	Any shared facility such as kitchen, bathroom, common or other room allocated to the Accommodation and those parts of the College's property which are necessary for the purpose of gaining access to the Accommodation
Common Parts	Such paths, entrance halls, corridors lifts, staircases, landing and other means of access in or upon the Building the use of which is necessary for obtaining access to and egress from the Accommodation as designated from time to time.
Payment Dates	Pre-payment by way of a direct debit mandate by the following dates: by the Friday of 2nd week each term . For term dates refer to: https://www.ox.ac.uk/about/facts-and-figures/dates-of-term?wssl=1
Charge/Rate	Shall be the sum of £25.59 per night* (plus an annual insurance premium of £6.78) for the academic year 2021/22 in respect of the provision of the Room for the College terms and to be paid in three instalments as notified, by email, by Friday of 0th week each term . Bills are due and payable on presentation; late payment will incur an interest charge (see Blue Book). Basic utility charges are included in the above Charge; however, if utilities are not used economically then we reserve the right to make an additional charge for utilities. All freshers (undergraduate and graduate) are charged a £250 deposit which is offset against their final battels bill in the August after they have completed their studies. Refunds will not be made to those who have suspended, until they become leavers. Charge rates are reviewed and increased annually.
	* Unless you are a graduate who has opted for one of the discounted longer stay rates.
Rights	(a) to occupy the Accommodation during the Licence Period (b) to use the Contents (c) to use the Common Parts (d) to use the Services (e) to use the College's dining facilities (additional charges apply)
Services	(a) repair of defects by Christ Church (b) lighting and heating of the College (c) providing hot and cold running water to the Accommodation and/or Common Parts (d) providing an electricity supply to the Accommodation (e) disposal of general waste and recycling deposited in the proper receptacles (f) cleaning of the Accommodation and the Common Parts in Full Term. There is a reduced service outside of full terms and no cleaning will take place during closed periods at Christmas and Easter. During these period residents are expected to keep their rooms clean, tidy and to dispose of rubbish in the main refuse areas in the Meadow and in St Aldate's; the same procedure applies at Liddell and other outside properties.
Licence Period	The Licence period shall be for 58 nights each term (Freshers will be charged for 62 nights in their first Michaelmas term) as per the Blue Book. Vacation periods for undergraduate junior members are charged separately and permission is required to cover any vacation residence periods during the academic year. Vacation periods for graduate junior members may be covered if you have opted for a longer stay rate.
	In this licence agreement "Christ Church" includes all buildings belonging to the College for use as junior member residences and not just the main site building whose address is given on the first page of this licence agreement.

Christ Church agrees to grant and the Junior Member agrees to take a licence of the Accommodation for the Licence Period on the conditions set out in this licence agreement, in the Christ Church Blue Book (Junior Members Handbook), and the terms and conditions of Endsleigh's insurance personal possessions cover set out at <https://www2.endsleigh.co.uk/personal/home-insurance/your-student-cover/?HHRRef=HH1120>.

1.0 The Junior Member acknowledges that:

- 1.1 The Junior Member shall occupy the Accommodation as a licensee and that no relationship of landlord and tenant is created between Christ Church and the Junior Member by this Licence.
- 1.2 Christ Church retains control, possession and management of the Accommodation and the Junior Member has no right to exclude Christ Church from the Accommodation.
- 1.3 The Licence to occupy granted by this agreement is personal to the Junior Member and is not assignable.
- 1.4 The Accommodation (if it includes more than one bedroom) may be shared only with another Junior Member of Christ Church who has entered into an agreement with Christ Church on the same terms as this Licence.
- 1.5 Without prejudice to its rights under Clause 5. Christ Church shall be entitled at any time on giving not less than 3 days' notice to require the Junior Member to transfer to alternative accommodation elsewhere within a Christ Church owned property and the Junior Member shall comply with such requirement whereupon this Licence shall apply to the new accommodation once all necessary consequential changes have been made.

2.0 Junior Members' Obligations:

- 2.1 To ensure the charge payment is paid to Christ Church **in advance on or before the Payment Dates. Failure to pay on time will incur an Administration fee of £25.**
 - 2.2 To check the Accommodation and Contents and report any problems to the Steward's Office and/or House Manager within 7 days of the start of the Licence Period.
 - 2.3 To keep the Accommodation, the Accommodation Contents and (jointly with other junior members) the fixtures and fittings in the Common Parts in a clean and tidy condition and not to damage them.
 - 2.4 At the end of the Licence Period to leave the Accommodation (in a clean and tidy condition and clear of all rubbish and personal belongings) and to return to Christ Church the keys/fobs to the Accommodation.
 - 2.5 **To vacate the room no later than 0930hrs on the day of departure or such other time as notified by the Steward's Office. Failure to vacate the room by the appointed time will result in a charge of £50 per night.**
 - 2.6 To comply with the University of Oxford's Regulations and with the Christ Church Blue Book.
 - 2.7 To comply with all applicable legislation to ensure that the Junior Member's actions or negligence does not have an adverse effect on Christ Church or the University of Oxford or on the owners or occupiers of nearby property. **Non-adherence to Covid-19 rules' guidance and instructions may result in immediate exclusion from residence and may also apply to future years' residence in college accommodation.**
 - 2.8 To report to Christ Church as directed in the Blue Book damage or want of repair at the Accommodation or failure of the Services as soon as reasonably practicable and in any event within 24 hours of becoming aware of it.
 - 2.9 To pay to Christ Church all costs reasonably incurred in enforcing the Junior Member's obligations in this licence agreement or arising from a breach of them **(including compound interest at the rate of 2% per week whilst payment is overdue).**
 - 2.10 Where damage or loss occurs at the Accommodation and it is not possible for Christ Church (acting reasonably) to ascertain who is at fault, to pay a fair and reasonable proportion of the cost of repairing the damage or reinstating the loss. The Junior Member shall not be required to contribute to loss or damage which, in Christ Church's reasonable opinion, has been caused by an intruder provided that the Junior Member has complied with his/her obligations in this licence agreement relating to Accommodation security.
 - 2.11 Promptly to send to Christ Church a copy of any communication the Junior Member receives which is likely to affect the Accommodation.
 - 2.12 In accordance with the Blue Book, not to make any repairs, alterations or additions to the standard electric fittings or equipment in the Accommodation which may be a fire risk or in any other way to put at risk the health and safety or security of others or Christ Church's or other people's property or Christ Church's block insurance policy.
 - 2.13 If the Accommodation is on the ground or first floor, not to leave the Accommodation unoccupied without first closing and locking the window and not at any time to leave the Accommodation unoccupied without locking the door (see Blue Book).
 - 2.14 To comply with The University of Oxford's environmental policy (<http://www.admin.ox.ac.uk/estates/environment/statemento.shtml>) and in particular (a) to take reasonable steps to avoid wasting fuel (e.g. by turning off lights and electrical equipment when not in use) or water and (b) participate in any waste recycling schemes operated by Christ Church or by others, details of which can be found in the Blue Book.
 - 2.15 Where the Junior Member becomes aware of damage to the Accommodation caused by an intruder, to report the incident to the Steward's Office and/or Christ Church Porter's Lodge immediately, or as soon as reasonably practicable.
 - 2.16 Junior members are strictly forbidden to go on the roofs of any part of the College, to climb any walls or to be on the window ledges above the ground storey of any College building. You are also forbidden to be in the pond ('Mercury') in Tom Quad, or to cause any other person to be in the pond. Any contravention of these rules will be treated by the Censors as a disciplinary offence.
 - 2.17 The Licensee will further agree:
 - (i) To retain keys/fobs to the Room supplied by the College and not to part with possession of the said keys/fobs or arrange for copies to be passed to third parties;
 - (ii) Not to have or use candles or naked flames the Room or in any of the College premises and to observe all fire and safety regulations at all times.
-

3.00 Christ Church's Obligations

To provide the Services, subject to the Blue Book which includes reporting procedures and response times for repairs, details of arrangements for refuse collection and expected clearance times for ice, snow and leaves from the Accommodation grounds.

- 3.1 Whilst College Officers reserve the right to access all areas if necessary, your right to privacy in your own room is recognised. Thus, you will normally receive 7 days' notice from the Steward's office to your Christ Church email address for planned maintenance such as window cleaning, significant maintenance work (such as electrical testing), and conference show-rounds (designated rooms only), although non-urgent maintenance work or conference show-rounds may be undertaken at shorter notice with your agreement. If you report a maintenance matter to the House Manager, your consent to access your room to rectify the matter is deemed to have been granted and no further notice to access your room will be given. Please note that it will not be possible to give 7 days' notice for unplanned (reactive) maintenance which may be done within 48 hours' notice. Any maintenance work considered, in the opinion of the House Surveyor and/or Clerk of Works, to be urgent or an emergency will be undertaken within 24 hours unless it requires immediate action; where required, alternative accommodation will be provided for the duration of any works to minimise disruption to the resident.
- 3.2 Routine access during the working week is required by your Scout, for cleaning, and (occasionally) by the House Manager and her Assistants (or the Manager at the Liddell Building) and by Lodge Porters in the course of their management duties, including inventory, safety, security and staff supervision. Other than for health and safety reasons and/or where there are reasonable grounds to suspect contraventions of the licensing agreement (where no notice will be given), access by management staff, to check on staff performance and general standards of room cleanliness and repair will be in accordance with the timetable as printed in the Blue Book. It is inevitable that due to staff availability, occasional changes to the schedule of inspections are needed and occupants will, where practical, be informed in advance about any such changes applying to their rooms by a member of the housekeeping team. The Steward also conducts occasional inspections. Such routine visits will not normally be pre-notified, though your immediate convenience will be respected. This understanding includes essential Legionellosis-related routine health and safety checks by the Compliance Officer (a member of the Clerk of Works' staff).
- 3.3 Not to disclose personal information obtained from the Junior Member except as permitted by clause 4.17 of this licence agreement or where there is serious risk of harm to the Junior Member, to others or to Christ Church's property.
- 3.4 To make available to the Junior Member for inspection by prior arrangement the College's:
- (a) Portable Appliance Testing (PAT) policy (contained in the electrical regulations in the Blue Book);
 - (b) Fault reporting and emergency procedures for use of any Christ Church owned laundry (where applicable);
 - (c) The Universities UK Code of Practice for the Management of Student Housing (at <http://www.universitiesuk.ac.uk/acop/>);
 - (d) The University's transport policy (at <http://www.tsu.ox.ac.uk>);
 - (e) Christ Church's service level statement on reporting and rectification of building defects (contained in the Blue Book).
- 3.5 Before the end of the first week of the licence period, Christ Church will provide the Junior Member with a copy of the Blue Book which contains information and advice about:
- (a) action to be taken in the event of an emergency, including emergency contact details, how to call an ambulance, where to get first aid, and how to report an accident or safety defect;
 - (b) health & safety matters such as how to avoid common fire risks; safe cooking in the designated areas of the Accommodation and why cooking (other than in designated kitchens) in the Accommodation is a safety risk and in breach of this licence agreement; electrical safety and voltage differences; the dangers of using candles or other naked flames or storing flammable material, which is forbidden; location and operation of fire extinguishers; the possibility of disciplinary action or criminal proceedings for misuse of fire fighting equipment or for tampering with fire precaution equipment.
 - (c) how to get access to the Accommodation in the event of the Junior Member losing their keys/fobs;
 - (d) cleaning schedules and Junior Members' responsibilities for cleaning (where applicable);
 - (e) the respective roles and responsibilities of Christ Church and its residents;
 - (f) health, welfare, and guidance on communal living;
 - (g) where to get advice on financial difficulties;
 - (h) where to get counselling;
 - (i) how to register with a local health service;
 - (j) the management structure for Christ Church and contact details of the House Manager, Lodge Porters, and appropriate College Officers, with out-of-hours emergency contact details;
 - (k) any special arrangements made to help with any disability the Junior Member may have disclosed to Christ Church.
- 3.6 To give a receipt for any of the Junior Member's property confiscated under the terms of this licence agreement.
- 3.7 To ensure security staff are clearly identified, and that any staff or contractors requiring access to the Accommodation carry, and allow the Junior Member to inspect, appropriate identification documents.
- 3.8 To maintain any kitchen facilities in the Accommodation Common Parts in good order and repair, and to keep any equipment there in proper working order.
- 3.9 To ensure that clear and appropriate instructions for use are given for any equipment which the Junior Member needs to operate in the Accommodation.

4.00 Other conditions

- 4.1 Cooking is not permitted in rooms. **The only cooking appliance** permitted in your room is an automatic electric kettle or coffee maker and, in areas where there is no Tea Point (Tom Quad only), an automatic pop-up toaster. Tea Points are provided in all other staircases and are equipped with a kettle, toaster and microwave. In the Liddell Building and St Aldate's Quad, all cooking appliances must be kept in kitchens. Please refer to the Blue Book for advice on safe cooking.
- 4.2 **Any electric iron, electric heater or fan, electric or open flame cooking appliances will be confiscated and the occupant of the room in which they are found fined.** You are permitted to bring into your room a radio, television set, computer and printer, audio equipment and a hair dryer, but it is your responsibility to ensure that all items of electrical equipment brought for use in College accommodation are safe. The accepted method of demonstrating electrical safety of electrical equipment, irrespective of age, is for it to be Portable Appliance Tested (PAT) by a qualified electrician and labelled stating 'tested for electrical safety – PASSED', with the date of the test and the name and contact details of the tester. Christ Church carries out PAT tests biannually on its own appliances and expects equipment brought in to be tested at similar intervals.

The College electrician will be available for two half days at the beginning of each term in the JCR or other location (details and dates to be advised) to check and PAT the occasional electrical appliance where testing and labelling may have been overlooked. Simple remedial work to enable an appliance to pass such as replacing fuses, but not replacing power plugs, will be carried out. However, any items which comprehensively fail will, at the College electrician's discretion, be rendered unusable, confiscated or labelled as 'failed' and the owner will be informed in person at the time. In some cases, it may be appropriate for the College electrician to replace a power plug but this would first be agreed with the owner of the appliance.

Similar action will be taken for any other electrical equipment deemed to be unsafe discovered in rooms. In these cases, notification of all items confiscated will be given to the junior member by way of a note left in the room or by email from the House Manager or a member of her staff. Items will be returned at the end of term provided they are then removed permanently from Christ Church premises.

In particular, modern, insulated, correctly-wired and properly fuse-rated plugs should be used. If there is any doubt, equipment should be checked by a qualified electrician, and the electrician may also be able to offer advice.

- 4.3 Electricity supplies worldwide can vary between 100 volts and 240 volts. The normal voltage and frequency of the electrical supply in the United Kingdom is 230v 50Hz and only equipment designed for the standard UK electrical supply may be connected to the College's electrical system. All electrical equipment should display the British Standard Kite-mark or a genuine CE mark (European Certificate of Conformity). Furthermore, please note that adaptors may not be used: the connection of more than one portable electrical appliance must be affected by the use of a multi-way extension leads; the loading must not exceed 13 amps. It is strictly forbidden to tamper with electrical circuits and the College's fixed wiring on obvious grounds of personal safety. Please follow these simple rules:

- Never touch electrical equipment with wet hands.
- Never touch light switches if they are cracked or show signs of damage and report this immediately to your scout and/or the Porters' Lodge.
- Never plug electrical equipment into sockets that show signs of damage, are cracked, have part or all of the cover missing and report this immediately to your scout and/or the Porters' Lodge.
- Never force plugs into sockets if they do not easily fit.
- Never use mains-powered electrical equipment in a bathroom.
- Always check cables are securely attached to appliances and are not cut, nicked or damaged in any way. There should be no joints in cables and certainly no repairs with insulation tape. Cables should be checked for overheating or discolouration.

The introduction into rooms of decorative lighting arrangements including Christmas fairy lights is permitted subject to (i) their being electrically tested and properly fuse rated prior to being plugged into a 13-amp socket and (ii) room occupants ensuring that these lights are turned off whenever the room is unoccupied.

- 4.4 Not to put anything harmful, or which is likely to cause blockage, in any pipes or drains.
- 4.5 **Not to remove from, affix to, change, damage or attempt to repair the structure or decorative finish of any part of the Accommodation or the Contents.**
- 4.6 **Not to bring any additional furniture (including items such as fridges, cookers, electric heaters, electric blankets, chairs, beds, rugs etc.) into the Accommodation without the Steward's prior written consent.**
- 4.7 Not to use the Accommodation for any other purpose other than as a study bedroom.
- 4.8 Not to share the Accommodation or sub-let it or transfer occupancy to any person. *Occasional* overnight visitors are allowed, in guest rooms, on the conditions set out in the Blue Book.
- 4.9 Not to cause any nuisance, offence, disruption, harassment or persistent disturbance to others.
- 4.10 Not to add to telephone services to the Accommodation without Christ Church's prior written consent and not to add to or change the IT services installation or supply in the Accommodation.
- 4.11 Not to bring into the Accommodation any animal, including goldfish, unless it is an aid for a person with a disability. The Junior Member is requested to notify Christ Church in advance if an assistance animal is needed at the Accommodation, as adjustments may need to be made to accommodate it. Junior Members will be responsible for the proper care and control of assistance animals and any damage or nuisance which an animal causes.
- 4.12 Not to keep any vehicle or vehicle parts in any part of the Accommodation other than (a) bicycles in the designated cycle store/areas; or (b) mobility assistance vehicles and not to ride or drive any vehicle in the Accommodation unless it is a mobility assistance vehicle. Users of mobility assistance vehicles are requested to contact Christ Church in advance as Christ Church may need to make reasonable adjustments to accommodate it (without imposing any obligation on Christ Church if the vehicle cannot reasonably be accommodated). Motor cars, electric scooters, hover boards and drones are not permitted on Christ Church property.
- 4.13 Not to cause any obstruction of the Common Parts.
- 4.14 **Smoking Policy: Smoking is not permitted in any buildings or within the curtilage of any college sites.**
- 4.15 **Blu-tac, or any other fixing materials (sellotape, white tac, drawing pins etc.) should not be used on any of the walls in Junior Member rooms. A notice board is provided for use by Junior Members for notices and pictures etc.**
- 4.16 Weapons and corrosive liquids or chemicals are strictly prohibited.
- 4.17 The Junior Member hereby authorises Christ Church to use his/her personal data for all lawful purposes in connection with this licence agreement (including debt recovery, crime prevention, Christ Church's block insurance policy with Endsleigh and all matters arising from the Junior Member's membership of Christ Church and The University of Oxford).
- 4.18 Christ Church's liability for loss or damage to person or property is excluded unless the loss or damage is caused by Christ Church's negligence or breach of its obligations in this licence agreement and, personal belongings left at the Accommodation are at the Junior Member's own risk. Although the Junior Member's personal belongings (up to a maximum value of £10,000 in total) are insured under Christ Church's block insurance policy with Endsleigh (see <https://www2.endsleigh.co.uk/personal/home-insurance/your-student-cover/?HHRef=HH1120>) this insurance is subject to the conditions, exclusions, limitations and excesses of the policy. "Top-up" insurance cover is available direct from Endsleigh, and details of how to arrange this are given on the Endsleigh web-site.
- 4.19 Christ Church is not liable to repair any damage caused by the Junior Member unless the cost is met by insurance or by the Junior Member (any excess on the policy being payable by the Junior Member). This clause shall not apply where Christ Church has an overriding statutory obligation to make the Accommodation safe.
- 4.20 Christ Church may temporarily suspend use of the Common Parts, including communal kitchens, if they are not kept in a clean and tidy condition by the junior members using them.
- 4.21 This licence agreement does not affect the disciplinary powers of Christ Church or of the University of Oxford see <http://www.admin.ox.ac.uk/statutes/regulations/#disc>.
-

- 4.22 Christ Church is entitled, at the Junior Member's expense, to remove from the Accommodation or the Common Parts any article which constitutes an obstruction or a fire or health or safety risk but (unless perishable) will if requested return it to the Junior Member on the termination of this licence agreement. Christ Church is entitled to remove any item left in the Accommodation by the Junior Member at the end of the Licence Period and shall not be obliged to return it to the Junior Member.
- 4.23 This licence agreement is a student licence under paragraph 8 of Schedule 1 to the Housing Act 1988 (but will operate as a licence where the Accommodation is designated for sharing, and is shared, with another junior member).
- 4.24 Notices under this licence agreement must be in writing (which includes email) and Christ Church's address for service is given on the first page of this licence agreement.
- 4.25 This licence agreement is not intended to confer any benefit to anyone who is not party to it.
- 4.26 This licence agreement and the policies referred to in it (together with the Blue Book and the terms and conditions of Endsleigh's insurance cover) contains all the terms agreed to by Christ Church and the Junior Member at the time it comes into effect and any variation to the terms will only be effective if agreed between the Junior Member and the Steward of Christ Church. Christ Church will confirm any agreed variation to the Junior Member in writing at the time the variation is made.

5.0 Termination of this Licence agreement

- 5.1 Unless the Junior Member has made arrangements with Christ Church for late arrival this licence agreement will automatically terminate if the Junior Member has not taken up residence by the end of the first week of the tenancy, but the Junior Member will be liable for the daily Charge until the room is re-let or until the end of the licence period, whichever is earlier.
- 5.2 The College may terminate this licence agreement at any time by serving notice on the Junior Member if:
- (a) Any payment is overdue by 21 days or more or
 - (b) The Junior Member is in serious or persistent breach of any of the Junior Member's obligations or
 - (c) The Junior Member does not have status as a member of their Home College or of the University of Oxford
 - (d) In the reasonable opinion of the Christ Church the health or behaviour of the Junior Member constitutes a serious risk to him/herself or others or Christ Church's or other people's property.
- 5.3 The Junior Member may only terminate this licence agreement in accordance with this clause, and will remain liable for the Daily Charge until:
- (a) The Junior Member has given notice to Christ Church's Steward that s/he wishes to leave; **and**
 - (b) The Junior Member makes payment for, or puts right, to Christ Church's reasonable satisfaction any breach of the Junior Member's obligations in this licence agreement; **and**
 - (c) A replacement student or Christ Church junior member who is reasonably satisfactory to Christ Church as a tenant and who is not already a tenant of Christ Church enters into a licence agreement with Christ Church (Christ Church will assist the Junior Member in finding a replacement, but does not guarantee it will be able to find one); **and**
 - (d) The Junior Member pays a fee (of £25 where Christ Church finds a replacement student or of £25 where the Junior Member finds a replacement student) towards Christ Church's costs of administration and cleaning of the Accommodation.

Conditions (b) to (d) in this clause shall not apply if the Junior Member is able to show that the reason for termination is a serious or persistent breach of Christ Church's obligations in this licence agreement. For the avoidance of doubt, Christ Church will make vacated rooms available to other junior members or students for room transfers, but room swaps will not be treated as replacements and refunds of the daily Charge will only be given where the void in the Accommodation caused by the Junior Member's early departure has been filled and there is no loss to Christ Church. Christ Church shall be entitled to fill any rooms which are already vacant before allocating people on its waiting list to the Accommodation.

- 5.4 If this licence agreement is terminated early by Christ Church it will refund to the Junior Member a fair proportion of pre-paid daily Charge (after making any proper deductions to cover its losses) as soon as possible after the termination becomes effective but if Christ Church terminates this licence agreement under clause 5.2 no refund will be given.
- 5.5
- (a) Christ Church reserves the right to relocate the Junior Member to comparable alternative accommodation during the Period of Residence where it is reasonable to do so but unless the reason for relocation is because the Junior Member is in breach of one or more of their obligations in this licence agreement the Junior Member will have the right to terminate this licence agreement (without having to comply with the conditions in clause 5.3) as an alternative to relocating.
 - (b) Where Christ Church relocates the Junior Member because the Junior Member is in breach of one or more of their obligations in this licence agreement [or where the relocation is made at the Junior Member's request] the Junior Member shall pay the College an administration fee of £25.
- 5.6 Christ Church's acceptance of the keys/fob at any time shall not in itself be effective to terminate this licence agreement while any part of the Period of Residence remains unexpired.

6.0 Shared Room Contracts

Where the Accommodation is designated for occupancy by more than one person, this clause 6 applies but not otherwise:

Each occupier will have a separate agreement with Christ Church on substantially the same terms.

This agreement takes effect as a licence to occupy and not as a junior member tenancy. References to "licence agreement" and "Charges" shall be read as references to "licence agreement" and "licence Charge".

Where damage or loss occurs at the Accommodation and it is not possible for Christ Church (acting reasonably) to ascertain who is at fault, to pay a fair and reasonable proportion of the cost of repairing the damage or reinstating the loss including a proportion of the £25 administration fee.

If the Junior Member becomes the sole occupier of the accommodation, Christ Church may require the Junior Member to move to a room designated for single occupancy or other shared accommodation otherwise the Junior Member may remain alone in the room/shared flat or house.

Christ Church may introduce other junior member(s) to the Accommodation if it is in single occupancy and will use reasonable endeavours to give reasonable notice to the junior member in occupation of its intention to do so. Clause 5.3 applies to junior members wishing to leave shared Accommodation; however, refunds of the daily Charge will only be given to junior members who have left a shared room when a replacement sharing junior member begins occupation.

Christ Church shall not be obliged to relocate either junior member in the event that sharing junior members do not get on with each other, but will treat transfer requests sympathetically in such circumstances. Junior Members in shared rooms have the same rights to terminate their tenancy agreements as Junior Members in single rooms.

Junior Members in shared rooms will show the utmost respect for the other occupier of the Accommodation and for their belongings. The rights of the sharing Junior Members are equal and neither has precedence or preference over the other.

The Junior Member is permitted a "cooling off" period of 7 working days. During this period the Licensee is legally entitled to cancel the contract for no other reason than the simple fact that s/he may have changed his/her mind. The "cooling off" period commences the day the Contract is signed by the Licensee and notification has been given to Christ Church.

Additional obligations relating to multiple occupancy

The Licensee will:

- (i) Retain the keys/fobs to the Room supplied by Christ Church and will not part with possession of the said keys nor arrange for copies to be passed to third parties.
- (ii) Undertake cooking only in the designated kitchen area of the flat.
- (iii) Not use candles or naked flames in the Room or in any of the Accommodation and observe all fire and safety regulations.
- (iv) Not hang any washing from the property or in the grounds of the property save those areas designated for such use.
- (v) Not place or allow to be placed any flower box pot or other like object outside the property.
- (vii) Not erect or allow to be erected any wireless or television aerial on the exterior of the property or development.
- (viii) Not allow any musical instrument television loudspeaker radio or other noise making instrument of any kind to be played or used not to allow any singing to be practiced in the Accommodation so as to cause annoyance to the tenants or any other Accommodation within the property or so as to be audible outside the Accommodation between the hours of 2300hrs and 0700hrs.
- (ix) Not hold permit or allow any party or gathering in the Accommodation without the prior consent in writing of the Senior or Junior Censor from whom permission is to be sought in accordance with the Blue Book.
- (x) Not in any event (whether permission for a party or gathering has been given or not) permit or allow more than 8 persons to be present in the Accommodation at any one time.
- (xi) Ensure that if his/her Accommodation is empty for any period greater than a week that the shower is flushed thoroughly before use on his/her return.

Christ Church shall provide in or to the Room:

- a. A bed and bedside cabinet.
- b. A wardrobe
- c. A desk, desk chair and occasional chair
- d. Curtains
- e. Heat, light, water and other services.

Together with

- (a) The use of bicycle storage/area where provided
- (b) The use of a laundry and designated drying areas where provided
- (c) The use of the refuse area
- (d) The use of the entrance and stairs giving access to the Accommodation
- (e) The use of the furniture and effects in the Accommodation
- (f) The use of the garden/outside area (where applicable) for *quiet* recreation subject to such regulations as Christ Church determines from time to time

'Any personal data recorded in this license is processed in accordance with the terms of the General Data Protection Regulation 2018/Data Protection Act 2018. The general privacy notice for Christ Church is on-line here: <https://www.chch.ox.ac.uk/privacy-policy>'. Christ Church's privacy notice for its junior members will be available shortly and in hard-copy from the Data Protection Officer.

NAME: _____

FLAT /ROOM: _____

SIGNATURE: _____

DATE: _____