UNIVERSITY OF LEEDS

University of Leeds Halls of Residence – Code of Conduct

Updated for 26/27 Academic Year

The following document is a compilation of conduct related rules and policies that are applicable to residents in University of Leeds Halls of Residence.

For information regarding disciplinary processes, please refer to information on our website, the University Residences Disciplinary Regulations and the General University Disciplinary Regulations.

All references to 'T&Cs' in this document refer to the University of Leeds accommodation Terms and Conditions 2026/27 which all residents agree to upon signing their tenancy agreement. James Bailie Park & Hepworth Lodge residents agree to a different version of this document which can be read in full here.

Diversity, Equity, Inclusion & Belonging – Student Behavioural Agreement

Within our accommodation, our team work to provide a space and home that ensures all students feel welcome, safe, included and which assists them belong at the University of Leeds. We celebrate diversity and our residences are safe spaces where all students can be themselves.

As a student living in our residences we expect that you will behave appropriately and will:

- Contribute to a welcoming environment where individual differences are shared and explored
- Where and when appropriate, engage with staff, students, student residents and their guests in positive and inclusive conversations, respecting and embracing differences and contributing to the creation of an inclusive student community
- Treat your peers, university employees and the wider community with respect, taking responsibility for your own actions and honour everyone as an individual and important member of the community
- Not behave or communicate in ways that likely to offend others

- Adhere to accommodation policies and procedures including maintaining a high standard of personal conduct
- Engage with your Residence Life Assistants or Warden in order to confidentially discuss issues of concern and which may result in disrupting the harmony of a flat or residence
- Share the responsibility of maintaining an environment where individual actions do not violate the communities welfare
- Participate in events and activities which provide you with the opportunity to interact with a diverse group of students and staff members across residences and the university campus thus allowing you the opportunity to learn from others who are different from you
- Reflect on your own held privileges and promote an inclusive environment that challenges all forms of discrimination, bullying and victimisation
- Assist in promoting an inclusive culture with a zero tolerance approach to harassment, bullying or victimisation by safely challenging these forms of behaviour or reporting situations to the most appropriate authority if they occur
- Take responsibility to seek and engage with wellbeing support offered by the university when needed and signpost students to the same services so that they can receive professional assistance quickly as and when required

1 – Health and Safety

1.1 – You must comply with the reasonable requirements of our staff with regard to matters of health and safety, and comply with applicable health and safety regulations and policies. You must not do anything that is likely to put the health, safety or welfare of others at risk. (*7.3 T&Cs*)

1.2 - If you are ill, you must follow all applicable public health advice. If you have an infectious disease you should minimise your contact with others until you have recovered. It is your obligation to keep yourself informed of, and comply with, regulations and guidance issued by the UK Government from time to time for the management and control of public health. (*In full 7.4 T&Cs*)

1.3 – It is your responsibility to read security and health & safety guidance carefully and comply with it. Leave your room, flat and the building secure when you go out. You must not give keys to your flat, room or residence to any other person. (*In full 7.7 T&Cs*)

1.4 - Keep your accommodation clean and carry out your share of cleaning in any shared areas that you are entitled to use. If your accommodation or the shared areas that you are entitled to use are not kept clean, the residence life warden or other residence life staff may give notice requiring the space in question and contents be cleaned. If the space is not cleaned, we can hire a contract cleaner and you can be charged. (*In full 8.1 T&Cs*)

1.5 - You must not interfere with, misuse, damage or attempt to repair any electrical or gas installations or appliances or fire detection, prevention, protection or control equipment. (*In full 10.3 T&Cs*).

1.6 - You must not cover smoke detectors with anything. (*10.4 T&Cs*)

1.7 - You must not prop open fire doors or obstruct exits. Mis-use of fire safety equipment is a criminal offence, which can attract a fine or jail sentence. (*In full 10.4 T&Cs*)

1.8 - Ensure that any items you bring to the residence are safe to use, and are only used in a safe way. Your electrical appliances (including any adapters) must be suitable for safe use in the UK. (*9.8 T&Cs*)

2 – Restricted Items & Confiscation

2.1 - If we reasonably believe that any item in your possession or control is likely to be harmful to you, to other people or to our property, we may confiscate it. (*In full 9.9 T&Cs*)

2.2 – Items not permitted in halls include but are not limited to:

- weapons (even if licensed),
-chemicals
-controlled substances and psychoactive substances.
-portable electric or gas heaters
-any other portable cooking equipment
-chip pans
-deep fat fryers
-air fryers
-fairy lights
-candles
-incense sticks
-oil lamps
-fireworks
-anything which has a naked flame or could be reasonably regarded as a fire hazard
-large speakers
-airguns
-DJ Equipment (unless used with headphones)

2.3 - You cannot keep any animals, bird, reptile or insect in our residences. We can only accept dogs that are registered with Assistance Dogs UK and we require notification in advance. (*In full 10.7 T&Cs*)

2.4 - You must not keep any vehicle, or motor vehicle parts, indoors at the residence. E-scooters, e bikes, e-hoverboards and e-skateboards are not permitted inside the Residence. Storage of these modes of transport should only be in the external bike shelters, use of which

is at your own risk. Major repairs to cars or motorcycles must not take place on University premises. (*10.13 T&Cs*)

3 – Use of the accommodation and your room

3.1 – You must not decorate your accommodation or the shared areas you use without first obtaining the written permission of our Senior Residences Manager (who is under no obligation to agree to decorating). Unauthorised decoration will be regarded as damage. (*10.2 T&Cs*)

3.2 – You must not use your accommodation, or any other part of the residence, for business purposes (including the promotion of events that are not organised by Leeds University or Leeds University Union, distributing flyers or posters and selling of tickets) or for any illegal activity. (*10.8 T&Cs*)

3.3 – You cannot sublet or share your accommodation. You agree not to transfer your tenancy without written permission from our Accommodation Services team. (*10.9 T&Cs*)

3.4 - If you bring a vehicle to the residence, you must only park it in one of the designated bays and display the relevant parking permit (additional fees apply). Please drive responsibly and with due care and attention, obeying any traffic and road regulations at the residence. (*11.3 T&Cs*)

3.5 - If you have a bicycle, please use it responsibly and to leave it only in the designated bicycle areas. (*11.43 T&Cs*)

4 - Noise, Parties & Guests

4.1 - You must make sure that your flatmates, or those students who share the same facilities in the residence as you, have no objection to you having guests. Your guests can only stay in your accommodation or flat for up to three consecutive nights, three times per term. These arrangements can only be changed after obtaining written permission from the 'residence life' warden. You agree to be responsible for your guests whilst they are in or on the residence site, and to pay for any losses we suffer and expenses we incur as a result of your guests being at the residence (including any damage your guests cause). (*10.11 T&Cs*)

4.2 - You agree not to hold any parties without first obtaining written permission from the residence life warden. Permission will not be withheld unreasonably, but in deciding whether to grant permission the residence life warden shall be entitled to take into account your

management of previous parties, the proposed time and location for the party, the frequency of parties at the residence as a whole and any other relevant factors. (*10.12 T&Cs*)

4.3 - Please keep noise at a level that does not interfere with the study, sleep or comfort of other residents, staff and neighbours. This includes amplified sound (e.g. TV's, phones, tablets and sound systems), as well as the sound of musical instruments, singing, shouting and banging doors. You must reduce the level of noise immediately if requested to do so. After 10 p.m. you should keep noise to a minimum and after 11 p.m. no noise should be heard outside your room (unless you have written permission from your residence life warden for a party and are following the guidelines stated in that permission). Quiet hours are from 11 pm-8am. During exam period in January and May this extends to 24 hours a day. (*11.1 T&Cs*).

5 - Your Behaviour

5.1 - You must behave with respect and consideration towards other residents, staff, our contractors and your neighbours at all times. This includes refraining from foul or abusive language, obtaining the owner's permission before using another resident's possessions, and respecting the privacy and differences of others. The University will not tolerate any form of harassment, discrimination or bullying. (*11.2 T&Cs*)

5.2 - All students must: behave in a professional and responsible manner, with respect for staff and students, as set out in the University of Leeds Learning and Teaching Partnership Agreement http://partnership.leeds.ac.uk/ . Not participate in, or condone, any act of harassment, bullying or victimisation, and modify their behaviour if they become aware that it is unacceptable in light of the Dignity and Mutual respect Policy, even if no formal or informal complaint is made by the complainant. (*3.4 - Policy on Dignity and Mutual Respect*)

6 – Damage

6.1 - You may be charged for any damages that you cause, deliberately or accidentally. You can also be charged for any damages in an area over which you have sole or joint control if the person who has caused the damage cannot be identified. (*3.15, 5.8, 13.7 T&Cs*)

6.2 - You must take reasonable care of the accommodation, any shared areas of a building that you use, and their contents. We may claim from you under clause 5.8 for the cost of repairing or replacing any of our property that you damage or lose, even if the loss or damage was accidental. (*7.2 T&Cs*)

7 – Smoking & Drugs

7.1 - The University has a legal responsibility to ensure that it does not allow its premises to be used for illegal drug activities. We know that drug use can be a complex issue, and we encourage students facing drug-related problems to seek help. If you or someone you know is struggling with drug use, we urge you to reach out to anyone from the residences team

such as your Residence Life Warden or staff at your site. You can also approach anyone from the wider University support network. Your confidentiality will be respected, and seeking help will not get you in trouble or lead to any punishments. When you come forward to seek help regarding drug-related problems, we assure you that your privacy will be protected. The University is committed to providing support and resources to assist you in overcoming your challenges. Our dedicated staff will ensure that you receive the necessary guidance, counselling, and access to appropriate support services. The use, possession, distribution, or sale of illegal drugs within the University's premises is strictly prohibited. This policy applies to all students and their guests. Any student involved in antisocial or criminal behaviours, including using or supplying illegal drugs, will face disciplinary action from the University. You also may be referred to the West Yorkshire Police.

7.2 - You must not smoke (including hookah/shisha pipes and e-cigarettes) in any part of any residence. We will claim from you under clause *4.7 (T&Cs)* for any damage caused as a result of smoking (e.g. burns to contents, lingering smells, damage to decor). *(10.6 T&Cs)*

7.3 – In all University indoor space, smoking and vaping is strictly prohibited. This includes all University owned and managed buildings including residences, vicinities of entrances of buildings including doorways and covered walkways and the Leeds University Union building (LUU). (*University of Leeds Smoking Policy*)