# Student life - Moving in guide

1. Off to uni this year? Ready to move into privately rented accommodation? Use our checklist to make sure everything is covered!

## Household matters

#### **Have you arranged home contents insurance for the contents of your room?**

1. Access Technology equipment is usually covered by your Disabled Students Allowance (DSA), but the insurance has to be taken out as a separate component within the DSA. Check with your DSA Assessor, Disability Officer and Student Finance England to ensure that this happens.

#### **Have you phoned the energy suppliers and given them the meter reading and the date you moved in?**

1. This is important to ensure you are not charged for gas or electricity used by the people before you! Let the company know the format of the statements you will need to receive e.g. large print.

#### **Have you contacted the telephone company and arranged for your bills to be sent in a format you can access?**

1. Make sure the bill is itemised so you only pay for the calls you make!

#### **Have you got a TV licence?**

1. If you have a separate tenancy agreement you will need a licence for every TV in the house. You may qualify for a Blind Concessionary Licence which is 50 per cent of the full fee. If you have already paid for a full licence, check to see if you can get a refund by explaining about your sight loss.

#### **Have you inspected the condition of the house and your room?**

1. You need to be aware of the condition of the house in the unlikely event that you are accused of damage already inflicted upon it. Also check that the house is in the same condition it was when you agreed to take it. You may need a friend to help.

#### **Have you checked that you and your housemates all have a separate door key?**

1. You don't want to have to rely on each other to be let in!

## Safety matters

1. It is important for all new and returning students to check that the fire safety in their university accommodation is adequate. If your accommodation is not up to adequate safety standards, it is vital that you address this by complaining to your landlord or the university accommodation office.

#### **Are the fire blankets and extinguishers intact?**

1. If they are missing or damaged, you need to report this to the landlord or university accommodation office.

#### **Have you tested the smoke alarms?**

1. It is so important for students to remember to fit and test a smoke alarm regularly.

#### **Have you made sure that the locks on windows are in working order?**

1. You need to make sure they are not painted shut. If there are no locks on downstairs windows, arrange to get them fitted via your landlord!

#### **Do you know where the keys for any window locks are?**

1. Make sure you arrange that they are kept in the same place, so you can find them easily. At first your housemates may not understand the importance of storing things in a specific place and you may need to explain that searching is not as easy for people with sight problems.

#### **Have you located the stop tap and the switches for the water, gas and electricity?**

1. If you can't do so yourself, make sure you get someone to check the document that shows whether the service record for any gas appliances is up to date.

#### **Are the vents or airways in the property clear and unblocked?**

1. Work out the plan of action you would take in the event of a fire. Where are the exits for a quick escape?

#### **Do all the catches and locks work on the windows and doors?**

1. Check the security of the house.

#### **How will you and your housemates communicate with each other at the end of a night out?**

1. Discuss a system that you all can access, such as using a WhatsApp group.