

BRIEFINGNOTE

PBSA – Guidance and considerations for the start of term

You will recall that last year, we distributed some useful guidance in response to the pandemic. We are sharing this information once again as an opportunity to review what went well within your area and to capture any changes you may need to make in view of the fluid pandemic situation. We appreciate guidelines provided by government are changing and evolving on a regular basis and we will continue to keep you updated with relevant adjustments released from government as and when they occur.

Early communication with your new tenants and providing an assurance on how you have adjusted your procedures in the light of Covid-19 will be key to minimising risk and providing a positive message that their safety is your key concern.

The following principles set out how move-in will be achieved whilst maintaining safety measures around social distancing etc.:-

- Each hall will have a risk assessment carried out to ensure floor markings, restrictions on use of lift, etc. are sufficient and specific for move-in (for context, each hall has had a risk assessment completed for the return of front-line staff, this risk assessment will build on that and be targeted specifically at the increase in traffic for move-in).
- To set out a “safe” number of people on site, per hall (as part of the risk assessment).
- Move in by block spread across the move in period as set out above and informed by the “safe” number of people allowed on site per hall.
- Students to be allocated a move in time and period family are able to remain on site.
- Student visitors accompanying them for move-in will be restricted (this needs to be scoped further and supported by the risk assessment including safe numbers on site per hall).
- Any students/families arriving before their move in time, will have to wait until the time of their move-in to ensure the volume and flow of people on site is at a safe level for the space available both external and internal.
- Contactless handover of keys/move in information.

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- Staff available to monitor and manage flows internal and external areas especially high-risk areas (high traffic/ minimal space).
- Use of automatic gates and doors as much as possible to reduce impact on touch points.
- Cleaning regime throughout each arrival day of high frequency areas and touch points.
- Welcome and induction (includes health and safety information for students orientating to their new home) will need to be delivered within realms of safe social distancing either utilising smaller groups of students and large space/ventilation or virtual delivery.
- Many students work, or receive financial support from family to subsidise their rent payments. Work suitable for students is likely to be in shorter supply this year and many families have been negatively impacted financially by the pandemic. Encourage your tenants to discuss any issues paying rent in accordance with the payment schedule. Consider flexible terms for rent payments that may be more in accordance with your tenants ability to pay. Try to avoid precipitate and excessive action in relation to debt recovery depending on personal circumstances.

Thank you for your continued effort, response and support in the current circumstances.

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