



<b>Teitl:</b> <b>Title:</b>	Accommodation Policy
<b>Fersiwn:</b> <b>Version</b>	November 2021
<b>I bwy mae'r Polisi hwn yn berthnasol?</b> <b>Who does this Policy Relate to?</b>	Students who reside in the Student Accommodation at Llysfasi

**Cydraddoldeb ac Amrywiaeth / Equality & Diversity**

Dolen at Gam 1 Aseu Effaith (ar Gydraddoldeb a'r Gymraeg): / Impact Assessment Stage 1 (Equality & Welsh) link:	
<i>Effaith ar yr Iaith Gymraeg</i>  <i>Mae asesiad effaith wedi'i gynnal ar y polisi hwn i ystyried ei effaith ar yr iaith Gymraeg yn unol â Safonau'r Gymraeg (94-104) a Mesur yr Iaith Gymraeg (Cymru) 2011.</i>	<i>Welsh Language Impact</i>  An impact assessment has been carried out on this policy to consider its effect on the Welsh Language in accordance with the Welsh Language Standards (94-104) and the Welsh Language (Wales) Measure 2011.

**Adolygu a Chymeradwyo / Review and Approval**

<b>Perchennog y Ddogfen:</b> <b>Document Owner:</b>	<i>Student Services Manager</i>		
<b>Ymgynghoriad / Consultation:</b>	<i>Rhestrwch nhw / Please list</i>		
<b>Dyddiad cymeradwyo / Date Approved</b>	Cymeradwyaeth y Pwyllgor Mewnol e.e. Grŵp Diogelu / Internal Committee Approval e.g. Safeguarding Group	<i>Enw'r Grŵp a'r Dyddiad / Name of group &amp; date</i>	
	Pwyllgor Cyfathrebu a Diwylliant / Communications & Culture Committee:	<i>All</i>	
	Pwyllgorau'r Bwrdd / Board Committees:	Pwyllgor Archwilio a Risg / Audit & Risk Committee:	-
		Pwyllgor Cwricwlwm a Safonau / Curriculum & Standards Committee	-
	Pwyllgor Cyllid, Pobl a Diwylliant / Finance, People & Culture Committee:	<i>21/03/22 Subject to approval</i>	
	Corff Llywodraethu / Governing Body:	<i>06/04/22 Subject to approval</i>	
<b>Dyddiad Adolygu:</b> <b>Review Date:</b>	08/12/24		

Anfonwch y ddogfen wedi ei chymeradwyo i'w chyfieithu gan ddefnyddio'r [Ffurflen Cais Cyfieithu](#)  
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Rhifwch bob adran a pharagraff  
Please number each section and paragraph

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### **Strategy / Policy**

#### **1. Purpose**

The welfare of the residential learners is important and we are committed to following the National Minimum Standards for the Accommodation by Further Education colleges (Sept 2018) and guidance from Care Inspectorate Wales (CIW). Whilst living in a rural community the objective is to ensure the provision of a high quality living space, care and welfare for all throughout the time spent at college.

Coleg Cambria have a clear set of statements published in the Handbook which is issued to all learners annually. Reviews take place regularly to update these statements.

#### **2. Scope**

Coleg Cambria aims to offer a welcoming and friendly environment, which is healthy, safe and inclusive at the residential accommodation based at the Llysfasi site. The safety and well-being of learners is a key priority with information being provided to students via a Handbook (Stay while you study) to ensure they are aware of the colleges' commitment to them. This policy applies to all learners who are residential at the accommodation based at the Llysfasi Site.

#### **3. Key Principles**

The accommodation has a dedicated residential services team who liaise with the curriculum, support and management staff across the college to implement effective policies and procedures which ensure a residential environment that fosters learning, self development, esteem and respect for others. The Safeguarding Team has a particular responsibility to ensure Safeguarding and Prevent are understood and followed by all.

The safe recruitment and employment of staff is jointly undertaken by the Human Resources Department which involves following legislation and ensuring all recruitment checks are completed with Vetting and Barring and the Disclosure and Barring Service for the Recruitment of Staff carried out for residential staff in line with the policy and procedure.

The college has a Code of Conduct which is promoted together with British Values. There is a Learner Disciplinary Policy in place to ensure fairness and consistency with learners. Any disciplinary relating to a learner residing in the accommodation is dealt with by both curriculum and residential staff.

The college has a clear procedure of reporting and dealing with missing learners who are under the age of 18 years and involves parents/carers and emergency services when necessary.

#### **4. Equality & Diversity**

The college has access to the Financial Contingency Fund authorised by Welsh Government and is administered by the Student Services Team. This ensures that learners choosing to access the residential provision are not disadvantaged due to financial issues.

#### **5. References**

Handbook for Llety Llysfasi (bilingual) contains information on:

- Student Wellbeing
- Accommodation
- Student Vehicles
- Medical Information
- Local Facilities
- Emergency Procedure / Fire Practice
- Complaints Procedure

#### **6. Glossary**

This policy links with;

- Disclosure and Barring Services Policy
- Policy and Procedure of Staff recruitment, selection and appointment
- Safeguarding Policy
- Prevent Policy
- Missing Learner Policy
- Student Code of Conduct
- Learner Discipline Policy
- Financial Contingency Fund Policy
- Room Search Procedure
- Health and Safety Policy
- Contracts (signed by parents)

