



RUGBY SCHOOL

HOUSING GUIDELINES

Full details regarding the provision of housing at Rugby School are provided in the Housing Policy and Housing Contract which are issued as part of the employment documents to successful candidates.

This document is intended to answer housing provision questions that someone who has applied for a position or is considering an offer of employment at Rugby School may have. The answers provided reflect the policy currently in force, this is reviewed from time to time and therefore could change. The Estates Department are always happy to answer housing queries, please don't hesitate to contact them if you have any additional questions. Contact details are provided at the end of this document.

Does Rugby School provide housing for members of the teaching staff?

Rugby has an exceptionally generous housing policy. Almost uniquely, Rugby aims to provide housing for all full-time permanent teaching staff. It is currently a requirement that staff live on site, or very close to it, in order to manage the demands of a 7 day a week boarding school that is in full operation, including evenings and weekends in term time.

What will a School house cost me to live in?

All School houses are currently provided rent free. A Maintenance Deduction, which is reviewed annually, is payable, the cost of which varies depending on the size of the property. In 2021/2022 the rates varied between £100.57 pcm for the smaller properties up to £198.94 pcm for larger properties.

You will be responsible for all utility bills and Council Tax (in shared houses an apportionment of bills will be made). Full details are included in the Housing Policy and Contract which is issued by HR.

A deposit, currently £1,000, is required. This is usually collected in 4 instalments by deduction from wages but other payment arrangements may be possible.

The School are responsible for maintaining the building fabric and services, the occupier is responsible for maintaining decoration and carpets, keeping the property and any garden in good, clean repair and condition.

When will I know which property I will be living in?

Housing is allocated towards the end of the summer term for the following academic year once it is known who is leaving the School (and therefore which properties will be available) and who is joining the School and what their family circumstances are. The needs of new staff are considered alongside requests to relocate from existing members of staff.

Housing allocation is ultimately at the discretion of the Executive Headmaster and is made following discussion with the Executive Head; Deputy Executive Head; Headmaster; Chief Operating Officer and the Estates Director. Wherever possible decisions about what type of accommodation will be allocated are made using the guidelines below but, inevitably, given a fixed housing stock and an ever changing staff body, sometimes allocations outside of the guidelines have to be made. This means that on occasions it will be necessary to initially allocate a larger or smaller property than the guidelines suggest.

What sort of property will I be allocated?

Family size is the primary allocation criteria. The following guidelines are used wherever possible:-

Guidelines

Single person : shared accommodation (with own bedroom) or 1 bedroom flat depending on availability. NB: Trainee Teachers, GTA's and FLA's are likely to be allocated shared housing

Couple : 1 bedroom flat

Couple or single parent with 1 permanently resident child : 2 bedroom flat or house

Couple or single parent with 2 permanently resident children : 3 bedroom property

Couple or single parent with 3 or more permanently resident children : 4 bedroom property

You will be contacted by the Estates Department so your personal circumstances can be understood shortly after your appointment.

Notes:-

Permanently resident children will be included in the eligibility assessment whilst in full time education up to a maximum age of 23.

No account will be taken in assessing eligibility of nannies, au pairs, home helps, etc.

School accommodation is provided for the staff member, their permanently resident spouse/partner and their permanently resident children only. The School does not accommodate parents, girl/boyfriends of children, grandchildren, grandparents, etc.

Spare rooms for visiting parents/friends do not form part of the assessment criteria.

Once you have been allocated a property should your circumstances change, e.g marriage or the arrival of a child, there is usually the opportunity to request a move in the annual housing allocation process each summer when every attempt will be made to allocate a suitable property in accordance with the guidelines above.

School properties are all unfurnished and you will be responsible for providing all white goods and curtains. The only exceptions to this are Crescent House; Flats at 39 Hillmorton Road and 1a Hillmorton Road (shared houses) which are furnished and usually allocated to Trainee Teachers, GTA's and FLA's

The School insures the building and the occupier is responsible for insuring their own contents.

When will I be able to move in?

Usually the "earliest move in date" will be 2 weeks before the start of the Advent term, but this will depend on whether any work being carried out can be completed by this date. It is very unlikely we will be able to accommodate earlier requests to move in.

Anything else I should know?

The School does not permit businesses to be run (by any family member) from its properties.

Where family circumstances change, or the needs of the School change, the School reserves the right to require that you move to appropriately sized accommodation.

Pets are allowed in some of our houses (not in flats or shared accommodation) but are subject to various conditions detailed in the Housing Contract. We cannot guarantee pet friendly accommodation will be available but will do our best to help.

The storage of caravans, campervans, boats, etc is not permitted at staff houses.

This information sheet explains the current housing provision at Rugby School. The School reserves the right to change the Housing Policy and any such changes will automatically apply to all Housing Contracts.

Still have questions?

Please do not hesitate to contact Judy Robinson (Estates Director) or Liz Abbis (Estates Administrator) on 01788 556484 if you have any housing related questions and we will do our best to help. E-mail: ea1@rugbyschool.net or jr@rugbyschool.net