Accommodation Services

Confiscation Policy

Purpose statement
Accommodation Services encourages you to live a safe and healthy lifestyle. Our policy aims to inform and educate you on items that are prohibited in order to protect your own safety and that of fellow residents and to safeguard University staff and property.

Applicability and scope
This policy applies to all prohibited items found in University-owned Accommodation.

Prohibited items
There are a number of items that are restricted for use in University Accommodation and these are outlined in our Terms and Conditions, alongside other specific policies, all of which can be found on our webpages: https://www.ncl.ac.uk/accommodation/useful-information/

Examples of prohibited items, including, but not limited to:

- Heaters (including electric clothes dryer)
- Illegal Substances and Psychoactive Substances (see Alcohol and Drugs Misuse Policy)
- Candles
- Flares
- Fireworks
- Incense sticks
- Deep fat fryers
- Chip pans
- Halogen lamps
- Firearms, including:
  - Air rifles
  - Pistols and replicas
  - Any other weapon (and any type of ammunition)

Portable appliances owned by you (not the University)
Portable appliances means electrical equipment that can or could be moved from place to place, e.g. kettle or toaster, that is intended to be connected by means of a flexible cable and a plug and socket or similar means.

In the case of any personal equipment that shows signs of damage, (see Portal Appliance Testing Policy), the item will be confiscated by Accommodation Services staff and stored in a safe place. You will be issued with a removal notice which will enable you to reclaim the equipment at the end of your tenancy.
**Definition**

*Prohibited items:* items that are restricted for use in University Managed Accommodation

**Our responsibilities**

- To remove items that are prohibited within our accommodation
- To issue a removal notice and to store items until the end of your tenancy *(see Alcohol and Drugs Misuse Policy where disposal applies)*
- To inform and educate you of the consequences of possessing prohibited items within University Managed Accommodation. This includes:
  - the health and safety risks
  - the legal position and Police involvement *(see Alcohol and Drugs Misuse Policy)*
  - the academic consequences *(where appropriate)*
- To encourage a safe lifestyle for all residents

**Your responsibilities**

- Not to bring prohibited items into University Managed Accommodation and seek clarification where appropriate
- Not to bring the University, its reputation and legal position into question by possessing prohibited items *(see Alcohol and Drugs Misuse Policy)*
- To report any damaged personal equipment to reception

Policy implementation date: June 2019
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Policy holder: Senior Management Team, Accommodation Services