



THE HOSPITAL OF ST. JOHN, HEYTESBURY

REGULATIONS

It is the Trustees' wish that the Regulations of the Hospital are kept to a minimum. New Residents will be required to read the Regulations (both those set out below, and those contained in the Residents Handbook) and to sign this declaration form.

1. **APPOINTMENT.** The allocation of accommodation to Residents by way of licence is made by the Trustees on the understanding that the Residents make it their permanent place of residence. Such accommodation may not be used for any other purpose, without the express written consent of the Trustees.
2. **FIRE.** Instructions relating to Fire are placed in each dwelling – they must be read, understood and observed. If a fire is detected your priority is to raise the alarm and evacuate the area, closing doors and windows behind you. Due care must be taken of all electrical equipment – advice may be asked of staff or the Administrator.
3. **GUESTS.** Residents may have visitors to stay in their homes for up to 14 consecutive nights, but must not exceed 45 nights in any year. Residents must always inform the House Supervisor of visitors staying overnight, as a precaution in case of fire. There is a self contained Guest Flat available at a reasonable charge.
4. **ABSENCE.** Residents may be away from the Hospital for up to 42 nights in any year running from 1st April to 31st March. The House Supervisor must always be informed of any overnight absences, for whatever reason (for security and precaution in case of fire). If you have a need to be away for more than 14 consecutive nights, please discuss this with the Administrator beforehand. The House Supervisor must be notified as soon as you return after an absence (security and fire precautions). A message can always be left on her answer phone 01985 840442 if she is not available.
5. **PETS.** Pets, such as small dogs and cats, may be kept provided that written consent is given by the Administrator on behalf of the Trustees who must first be satisfied that such animals can be properly looked after and will not cause a nuisance within the Hospital. If a resident has a pet which dies the animal may not be replaced without a further written consent of the Administrator. Any mess left by a pet anywhere in the Hospital must be removed by the owning resident straightaway.
6. **DISTURBANCE OF OTHER RESIDENTS.** Undue disturbance must not be caused to other Residents at any time whether by excessive noise, un-neighbourly conduct or any other means.

7. **GARDENS.** Most ground floor accommodation has adjacent outside areas which Residents are encouraged to maintain themselves. Pots and planters may be used outside some dwellings as long as they stretch no further than one metre along the wall of the accommodation and in no way intrude on or obstruct the common land, paths or accesses. This is an obvious safety precaution. Any proposed alterations or additions to flowerbeds etc must be discussed and agreed by the Administrator and the Site Supervisor before they take place.
8. **CARS.** Some parking places are provided but these are not allocated to individuals. Residents should always show consideration to the needs of other residents when parking their cars. Residents should always ensure that they – and their visitors – park so that access is readily available for emergency vehicles.
9. **CHANGE OF OCCUPANCY.** The Trustees may require, in the case of the death of a resident spouse or partner, the survivor to move to single accommodation within the Hospital. Such a move would not be requested until at least six months after the death. But the survivor could ask for such a move at any time. Those residents who develop significant mobility impairment may be required to move from the first floor to ground floor accommodation for safety reasons.
10. **CHARGES.** Charges must be paid by standing order on the 10th of each month into the bank account of the Hospital of St. John.
11. **INSURANCE.** You will need to provide Insurance cover for your personal furniture and effects; it is your responsibility to do so.
12. **GENERAL.**
 - (i) The Trustees reserve the right to require the retirement from The Hospital of any person(s) who, in the Trustees' sole judgment, cause disturbance to other residents or in other respects prove themselves unsuitable, or become unable to look after themselves fully, thereby placing too great a burden on St John's staff.
 - (ii) The Trustees should be informed of any major change in financial circumstances which might disqualify residency at the Hospital.
 - (iii) The interpretation of the Regulations is solely at the discretion of the Trustees who may amend them at any time.
 - (iv) The Trustees may change the Regulations from time to time, and these changes will be notified in the Residents Handbook and must also be complied with.

I/We have read these Regulations, understand them and agree to abide by them.

Signed:.....

Name:.....
(Please Print)

Date:.....