

Renting Ready

Tenant Responsibilities

NAME:

VENUE:

DATE:

Unit 3
J/506/8545

Level 1 Award in Tenancy Skills
Ofqual: 601/5129/8



NAME: _____

Check Your Learning

How much do you know about (please tick):

| Objectives | At the Start of the Unit | At the End of the Unit |
|---|---|---|
| Understand your responsibilities in maintaining a rented property | I know very little I know some I know a lot | I know very little I know some I know a lot |
| Know how to manage shared accommodation | I know very little I know some I know a lot | I know very little I know some I know a lot |

What are your personal objectives? (start of unit)**Did you achieve your personal objectives (end of unit)**

TRACKING SHEET

| criteria | sheet | Tenant Responsibilities | Date | Pass |
|----------|-------|---|------|------|
| 1.1. | 30a/b | Identify what to do in a rented property if things go wrong with: A. the property B. the relationship with the landlord C. a personal matter | | |
| 1.2. | 31 | Describe how to prevent and address condensation problems and mould | | |
| 2.1 | 32 | List 3 things that are essential in shared accommodation. | | |
| 2.2 | 33 | Describe the benefit of having house rules. | | |
| 2.3 | 33 | List house rules that are important from own perspective. | | |
| 2.4 | 34 | Identify 3 common problems in a shared property | | |
| 2.5 | 35 | Outline possible steps to take if there is a problem with someone who shares the property | | |
| 2.6 | 36 | List the different ways of paying bills in a shared property. | | |

Has this person achieved this unit? YES / NO







I declare that the work submitted in this portfolio is my own:

Signed learner _____ Date: _____

Signed tutor _____ Date: _____

WHAT TO DO IF THINGS GO WRONG

What would you do in the following situations where things have gone wrong with the property?

| | | |
|---|--|--|
|  | Your heating boiler has stopped working? | |
|  | You can smell gas in your home? | |
|  | You come home to find a water pipe has burst? | |
|  | Your radiators are warm at the bottom but cold at the top? | |
|  | Your toilet is blocked? | |
|  | You notice that a roof slate is missing? | |

Name:

Date:

WHAT TO DO IF THINGS GO WRONG

1. You have fallen out with your landlord. Which of the following would you do?

- | | |
|--------------------------|---|
| <input type="checkbox"/> | Ignore it and hope it gets better |
| <input type="checkbox"/> | Talk to them about it |
| <input type="checkbox"/> | Move out of the property without telling them |
| <input type="checkbox"/> | Tell them to get lost and leave you alone |
| <input type="checkbox"/> | Ask someone you trust to mediate with them |
| <input type="checkbox"/> | Keep out of their way and hide when they try to talk to you |
| <input type="checkbox"/> | Say sorry if you think you were in the wrong |

2. You've found out that your Housing Benefit has been stopped and you can't pay the rent, what would you do?

- | | |
|--------------------------|--|
| <input type="checkbox"/> | Ignore it and hope it sorts itself out |
| <input type="checkbox"/> | Move out of the property without telling the landlord |
| <input type="checkbox"/> | Go away for a while and worry about it when you get back |
| <input type="checkbox"/> | Tell the landlord about it straight away |
| <input type="checkbox"/> | Don't worry about it, the landlord probably won't mind |
| <input type="checkbox"/> | Get specialist advice to help you sort out the Housing Benefit |
| <input type="checkbox"/> | Talk to the landlord and make an agreement to clear arrears |

3. You have verbally reported repairs to your landlord but they have refused to do them. What would you do?

- | | |
|--------------------------|--|
| <input type="checkbox"/> | Ignore it and hope it sorts itself out |
| <input type="checkbox"/> | Just do the repairs yourself |
| <input type="checkbox"/> | Write to your landlord asking for the repairs to be done |
| <input type="checkbox"/> | Contact the local Council and ask for advice |
| <input type="checkbox"/> | Keep evidence like letters and photos of the disrepair |
| <input type="checkbox"/> | Stop paying the rent and don't tell the landlord why |
| <input type="checkbox"/> | Get advice about taking your landlord to court |

Name:

Date:

CONDENSATION

Describe how you can prevent and deal with condensation and mould.

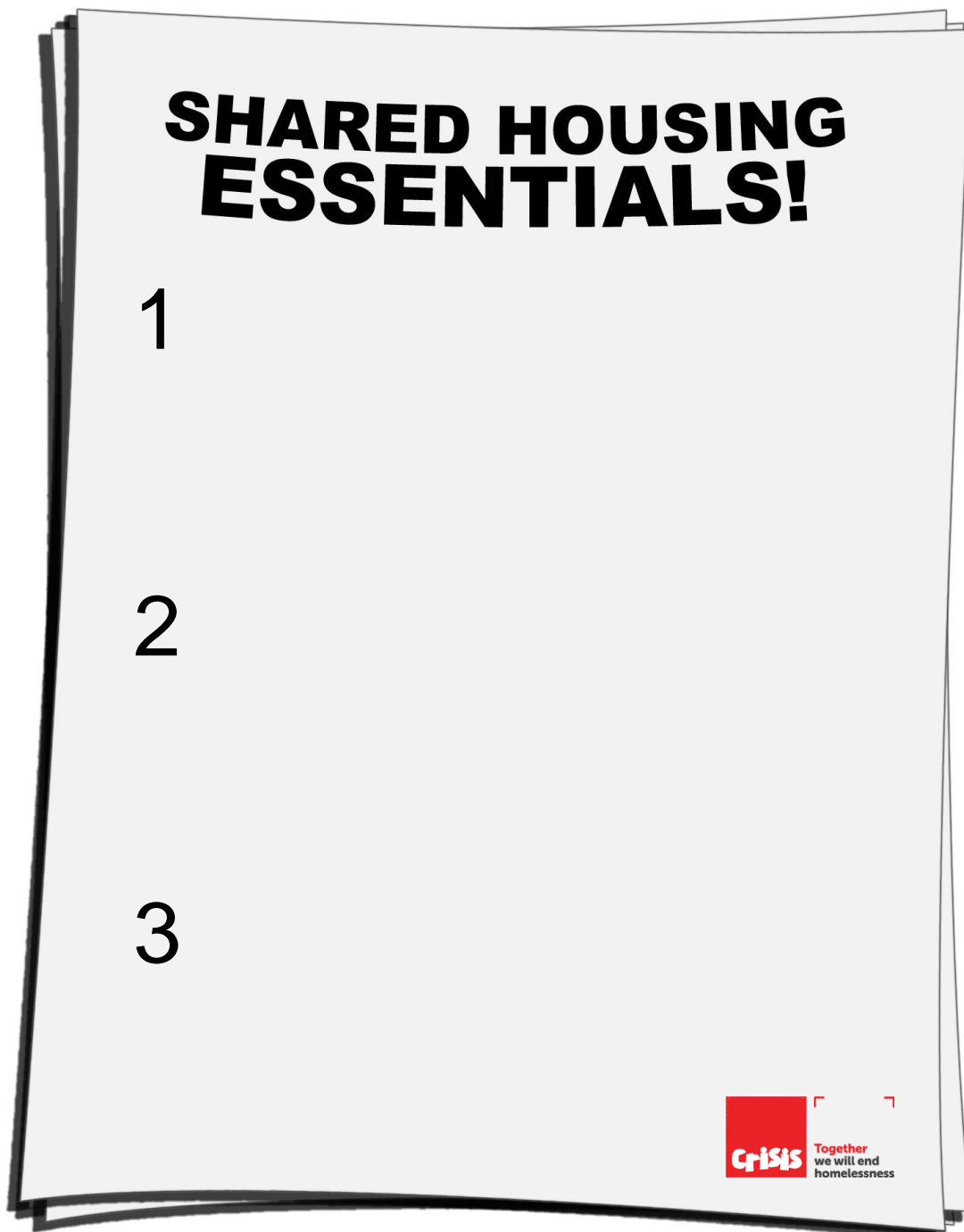
| | |
|---|--|
|  | |
|  | |
|  | |
|  | |
|  | |

Name:

Date:

LIVING IN SHARED ACCOMMODATION

What things are essential for you in shared accommodation?
What facilities would you prefer and what sort of people would
you like to share with?




**SHARED HOUSING
ESSENTIALS!**

1

2

3

 **Crisis**
Together
we will end
homelessness

Name:

Date

YOUR HOUSE RULES

Many people in shared housing have house rules. Can you describe the benefits of having house rules?

WHAT HOUSE RULES WOULD BE IMPORTANT FROM YOUR OWN PERSPECTIVE?

HOUSE RULES!

- 1.
- 2.
- 3.
- 4.
- 5.

 **Crisis**
Together
we will end
homelessness

Name:

Date:

COMMON PROBLEMS IN SHARED ACCOMMODATION

What common problems can happen in a shared property? Tick the problems from the list below:

| | | |
|--|--|--|
| One of your housemates plays loud music after 10pm | One of your housemates locks the doors and closes windows when going out | Your housemates and their visitors are respectful |
| One of your housemates like to keep the garden nicely groomed | One of your housemates always cleans up after themselves | One of your housemates is leaving dirty dishes in the sink |
| One of your housemates is not cleaning the bathroom | One of your housemates has noisy friends over to stay | One of your housemates goes outside to smoke cigarettes |
| One of your housemates regularly fails to pay their share of the bills | One of your housemates often borrows food without asking but never gives it back | One of your housemates often takes in deliveries or post for you |
| One of your housemates often 'forgets' to do their list of chores | One of your housemates offers to make you a cuppa whenever they have one | One of your housemates often goes into your room when you aren't there |

Name:

Date:

DEALING WITH PROBLEMS

There are lots of reasons why you might fall out with your housemates. You might have problems because they are not paying their share of the rent or bills, because they are noisy or because they don't do their share of household tasks. Outline possible steps to take to try to resolve problems.

| | |
|---|--|
| 1 | |
| 2 | |
| 3 | |
| 4 | |

Name:

Date:

PAYING BILLS IN SHARED HOUSING

In shared housing you will often have shared bills – these might include the rent, council tax, gas, electricity, water, telephone, satellite TV, broadband.

You should agree a system where everyone contributes equally to paying the bills. What are the different options?

| | |
|----------|--|
| Option 1 | |
| Option 2 | |
| Option 3 | |

Name:

Date:

TUTOR FEEDBACK

| | |
|-------------------|--------------------------------|
| Unit 3 | Tenant Responsibilities |
| Assessor Comments | |
| Learner Comments | |
| Signed (Assessor) | Signed (Learner) |
| Date | Date |