

# Renting Ready

## Understanding Tenancies

NAME:

VENUE:

DATE:

Unit 1  
R/506/8547

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 the different tenancy types available in an area	I know very little I know some I know a lot	I know very little I know some I know a lot
Understand what to consider when selecting a suitable property	I know very little I know some I know a lot	I know very little I know some I know a lot
Understand how to be a good tenant	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	Understanding Tenancies	Date	Pass
1.1.	1	State three differences between Social Housing and Private Rented Sector Housing		
1.2.	2	State three differences of: * Excluded Licence *AST		
1.3.	3	State the main difference between having a joint AST and individual AST in shared housing.		
1.4.	4	State five pieces of information that should be included in an Assured Shorthold Tenancy		
1.5.	5	List three sources of information about rental properties in the area where you want to live		
1.6.	6	Outline what a landlord has to do to evict a tenant who is: Within the fixed term of an AST/Outside of a fixed term AST/An excluded occupier		
2.1	7	Outline three things to consider when viewing a property in order to maintain own safety, security and lifestyle		
2.2	8	Identify 3 sources of information about local services and groups		
2.3	9	Outline how to find out about local healthcare services		
2.4	9	Outline how to register with local healthcare services.		
3.1	10	List four ways to make a good impression when meeting a landlord or letting agent for the first time		
3.2	11	Outline three main responsibilities as a tenant		
3.3	11	Identify three things a landlord has responsibility for		
3.4	12	List three landlord concerns and issues that could influence the landlord to serve notice on a tenant.		
3.5	13	Give three examples of antisocial behaviour		
3.6	14	Describe what could be done to resolve a dispute with a neighbour		

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: \_\_\_\_\_

## PRIVATE RENTED HOUSING & SOCIAL HOUSING

PRIVATE RENTED		SOCIAL HOUSING
	Where can you choose to live?	
	How easy is it to apply and how long might you wait to be housed?	
	How long will your tenancy generally be for?	
	Are rent levels and up-front costs generally cheaper or more expensive?	
	Can the landlord evict you even if you haven't breached your tenancy agreement?	

Name:

Date



## ASSURED SHORTHOLD TENANCIES V EXCLUDED LICENCES

What are the differences between an Assured Shorthold Tenancy and an Excluded Licence?

	Assured Shorthold Tenancy	Excluded Licence
How much control do you have over who enters your property?		
What sort of notice does the landlord need to do give you to evict you?		
What happens if a tenant doesn't leave after notice has been given?		
Can the landlord live in the same property as you?		

Name:

Date:



## JOINT TENANCIES & SEPARATE SHARED TENANCIES

Steven, Johnny and Mike have moved into a shared house. They each have their own room and share the other facilities in the property. They could either have a joint tenancy or a separate shared tenancy. What are the differences?

	Joint Tenancy	Separate Shared Tenancy
Will they all sign the same tenancy agreement or have a separate agreement?		
If Mike doesn't pay his share of the rent, will Steven and Johnny have to pay it?		
If Steven damages the property, could Johnny and Mike be evicted?		

Name:

Date:

## TENANCY AGREEMENTS

List five things that should be included in your Tenancy Agreement.

# TENANCY AGREEMENT

**1.**

**2.**

**3.**

**4.**

**5.**

Name:

Date:

## SEARCHING FOR RENTAL PROPERTIES

List three sources of information about properties for rent in the area where you want to live.

### SOURCES OF RENTAL PROPERTY

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

Name:

Date:



## EVICTION

What must a landlord do to evict you in the following situations?

1. You signed a 12-month Assured Shorthold Tenancy two months ago but the landlord now wants you to leave.
  
  
  
  
  
  
  
  
  
  
2. You had a 12-month Assured Shorthold Tenancy that finished two month's ago, but you are still living there and paying rent. The landlord has decided to sell the property and wants you to leave immediately.
  
  
  
  
  
  
  
  
  
  
3. You live in a hostel. They have decided they no longer want to rent the room to you, and want you to leave immediately.

Name:

Date:

## VIEWING PROPERTIES

What sort of property and area would suit your lifestyle? What type of property would you like?  
 What local facilities do you want nearby? What is important for your safety and security?

	WHAT?	WHY?
<b>1</b>		
<b>2</b>		
<b>3</b>		

Name:

Date:

## LOCAL SERVICES AND GROUPS

It's important when moving to a new area to keep yourself busy and meet new people. You may want to join a local gym or sports team, volunteer with a local organisation or sign up to a class.

Name three different places where you could find out about local services and groups

1.

2.

3.

Name:

Date:

## REGISTERING WITH A GP AND DENTIST

Registering with a GP and dentist is very important when settling into a new area. How would you find out about local healthcare services?

When you have found out where the GP and dentist are, how would you go about registering with them?

Name:

Date:

## MAKING A GOOD IMPRESSION WITH YOUR LANDLORD

It's a good idea to make a good impression when you first meet a landlord, letting agent or housing officer.  
How would you do it?

	I would ....	Because .....
1		
2		
3		
4		

Name:

Date:

## TENANCY RIGHTS AND RESPONSIBILITIES

What are your responsibilities ....

If your rent is £400 a month and it is due on 1 <sup>st</sup> of each month?	
If you identify a leaking water pipe?	
If you have visitors to your property?	
If a gas engineer needs to service the boiler?	

What are your landlord's responsibilities ....

When you have paid a £400 deposit at the start of your tenancy?	
If you report a leaking water pipe?	
If they want to inspect the property?	
If the property has gas and electricity installed?	

Name:

Date:

## LIST THREE LANDLORD CONCERNS THAT COULD LEAD TO A LANDLORD SERVING AN EVICTION NOTICE?



Name:

Date:

## ANTI-SOCIAL BEHAVIOUR

The phrase Anti-Social Behaviour can cover a range of behaviours which affects people's lives on a daily basis.

The Home Office describes Anti-Social Behaviour as, *'any aggressive, intimidating or destructive activity that damages or destroys another person's quality of life'*.

Give 3 examples of Anti-Social Behaviour:

1 .....

2 .....

3 .....

Name:

Date:



## RESOLVING DISPUTES

What would you do in the following situations?

You live in a ground floor flat and the tenant upstairs has played loud music until 1am for the last two nights. What would you do to try to resolve it?

You live in an upstairs flat and the tenant upstairs come to see you one morning? They say that the sound of your washing machine disturbs them and it stopped them getting to sleep when you put the washer on at 10pm last night. What would you do to try to resolve it?

Name:

Date:

# TUTOR FEEDBACK

<b>Unit 1</b>		<b>UNDERSTANDING TENANCIES</b>	
Assessor Comments			
Learner Comments			
Signed (Assessor)		Signed (Learner)	
Date		Date	