

# **Bringing Your Family to Nottingham**



**INTERNATIONAL SUPPORT SERVICE GUIDES**

## ***Bringing Your Family to Nottingham***

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### Introduction

Bringing your family to Nottingham is a big decision to make. As a full time student you will have a ready-made structure to your time here and much of your social contact made for you. It will not be the same for your family. You will have to make arrangements for them and they may depend on you for all their social contacts, especially at first.

This leaflet is designed to provide some brief information about the services available for you and your family. You should also read carefully the information sent to you by the admissions office, accommodation office and the information for new international students on our web site at [www.nottingham.ac.uk/InternationalOffice/offer-holders/index.aspx](http://www.nottingham.ac.uk/InternationalOffice/offer-holders/index.aspx)

### Can my family come to Nottingham with me?

If you **and** your family are EEA country nationals or Swiss nationals, your spouse (husband or wife) and children up to 21 years of age may accompany you to the UK without any restrictions.

If you are an EEA, or Swiss national **but your dependants are not** they must apply at the British Embassy or High Commission where they are living for an EEA Family Permit before travelling. There is no charge for this.

If you are **a national of any other country** your partner may come with you as a Tier 4 student dependant if you can show that:

- you are studying a postgraduate course that lasts 12 months or longer, at a Higher Education institution; or
- you are a Government-sponsored student on a course that lasts 6 months or longer; or
- you are applying for immigration permission to study a course of six months or more, your dependant(s) is applying with you, and you hold (or within 3 months of the date of your application you were last granted) immigration permission under Tier 4 or as a student.

You must also show that:

- You are married or have registered a civil partnership or can prove that you have been living in a relationship akin to marriage for at least two years (you will need a marriage / civil partnership certificate. If unmarried, you need proof of your joint living arrangements covering the past two years at least).
- You can adequately accommodate and maintain yourselves without recourse to public funds
- Your spouse will not stay in the UK beyond the period granted to you.

Your children may accompany you as dependants if you can show (in addition to the above) that:

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- They are your children and are under the age of 18 (you will need birth certificates or household register)
- They are unmarried and do not lead independent lives
- They will be adequately accommodated and maintained without recourse to public funds
- The mother and father intend to be present in the UK (unless deceased or in sole custody of the child)
- They will not stay in the UK beyond the period granted to you.

### **Applying for a visa as a Tier 4 student dependant**

If your family are currently outside the UK

- they need to apply for 'entry clearance' from the British authorities in their home country before they travel to the UK.
- To apply for entry clearance, they need to complete application form VAF10 (available on the UK Border Agency's Visa Services website [www.ukvisas.gov.uk/en/howtoapply/vafs/](http://www.ukvisas.gov.uk/en/howtoapply/vafs/)); they should also refer to the 'PBS Dependant Guidance Notes' that are available on the same web page, when completing the form, and the 'Points Based System - Dependants Policy Guidance' [www.ukba.homeoffice.gov.uk/sitecontent/applicationforms/pbs/dependants](http://www.ukba.homeoffice.gov.uk/sitecontent/applicationforms/pbs/dependants)).
- A separate form is needed for each dependant, and each dependant must pay a fee which is the equivalent of £220, in local currency (this is due to increase to £255 from 6 April 2011). For an explanation of the application process, choose the country they are living in on the list on the UK Border Agency's Visa Services website [www.ukvisas.gov.uk/en/howtoapply/wheretosapply/](http://www.ukvisas.gov.uk/en/howtoapply/wheretosapply/), and look at the information displayed there.

Please refer to our guidance notes '[Inviting Family and Friends to the UK](#)' for further information on the process of applying for the dependant visa.

### **Inviting your family to visit for 6 months or less**

If your family (or friends) intend to visit you for a period not exceeding 6 months, they can enter on a Visitor Visa. Some nationalities can secure this visa on arrival at the airport, whilst some "visa nationals" will need to apply for Entry Clearance before they travel at the British Embassy or Visa Application Centre nearest to them. To see if you / your family are visa nationals, please see here: [www.ukvisas.gov.uk/en/doineedvisa/visadatvnationals](http://www.ukvisas.gov.uk/en/doineedvisa/visadatvnationals)

Please refer to our guidance notes '[Inviting Family and Friends to the UK](#)' for further information on the process of applying for the visitor visa.

### **Accommodation**

We know that finding somewhere suitable to live is a top priority for students coming to Nottingham with their families. Students can look at both university housing and private housing in their search.

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The University of Nottingham, like most universities, only has limited accommodation suitable for married students or students with families. This accommodation is available to couples/families where at least one is a full-time registered student with The University of Nottingham. For further information for couples and families, please see here: [www.nottingham.ac.uk/accommodation/prospectivestudents/postgraduates/coupleandfamilyhousing.aspx](http://www.nottingham.ac.uk/accommodation/prospectivestudents/postgraduates/coupleandfamilyhousing.aspx)

Many students with families choose to live in private housing. Unipol, based on campus, is a service provided especially to support students in their search for safe, regulated private sector housing, see here for more information: [www.unipol.org.uk/nottingham/](http://www.unipol.org.uk/nottingham/)

If you are not able to arrange accommodation for your family before you travel to the UK we would strongly advise you to come on your own in the first instance. You can then stay somewhere short term whilst you search for suitable accommodation. The University does not have any temporary accommodation suitable for families and staying in hotels can prove very expensive.

Before signing a contract for private rented accommodation we would strongly advise you to have the contract checked by The Student Advice and Representation Centre in the Students' Union (Portland Building) as they will advise you about the terms and conditions of the contract and alert you to any potential difficulties. They also produce booklets and information on house hunting in the private sector.

### **Council Tax**

Council Tax in England is paid to local authorities for the provision of services such as rubbish collection, the police, fire brigade and street maintenance. The amount of the bill per house or flat depends on its value and the number of people aged over 18 living there. Accommodation provided by the University (e.g. halls of residence) and houses occupied **only** by full-time students are exempt from Council Tax.

If you are living with your dependant, husband/wife or civil partner for example, the house may still be exempt. A spouse or dependant given a UK visa with the conditions 'no recourse to public funds' or 'employment prohibited' should also exempt from charges.

Although the majority of students at the University will be exempt from charges, some groups are not exempt under this definition. You may be liable in the period between a CELE course and commencing a degree programme as well as at the end of a Masters degree when waiting for graduation. Some exchange students may receive bills because their courses are shorter than the defined period for study.

### **PhD students in their writing-up year**

Students who are entitled to a thesis pending period (writing-up year) will get the opportunity to register for the one year thesis pending period. The registration fee will be £120 for the whole year. Being a registered student cannot guarantee exemption from the payment of Council Tax but this may be possible under some local authorities. American Loan students can

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also benefit from registering for an extra year in terms of the funding they are eligible to receive.

It is important that you do not simply ignore any bills or correspondence that you may receive from the Council. Please speak to the Student Services Centre or a member of the International Support Services Team for advice.

### **Employment**

The conditions that apply to your family's stay in the UK will be shown on a stamp or sticker in their passport. It will say how long they have been given permission to stay; it will usually be the same amount of time as you. Usually a dependant will be free to work either full time or part time without requiring any further permission if you, the student, have been given permission to stay for more than 12 months.

If you have any doubts about the wording of their visa stamp bring your passports into the International Office and we will advise you.

Your spouse will be subject to the same tax regulations as UK citizens and so will pay income tax contributions once they have earned more than the basic earning limit (£7475 per tax year for the tax year April 2011 to April 2012). If they earn less than this, they will not pay income tax. If they earn less than £102 per week (for the tax year April 2011 to April 2012) then they will not pay National Insurance Contributions either. They will however, still need a National Insurance number.

For more information on applying for a National Insurance number, please read our support guide '[Working During your Studies](#)'. Further information about employment and current vacancies will be available from the Centre for Career Development once you are here.

### **Living Expenses**

A single student living in Nottingham in 2011/2012 will need approximately £700 per month to meet all their living expenses; this figure is given as a guide only.

It is difficult for us to give guide figures for students with families, the amount you need will depend upon where you live and your personal life-style. Rent for family accommodation in Nottingham is approximately £500 - £650 per month, excluding bills, depending on the size and location of the property. We recommend that you research as far as possible into the basic costs you might incur to ensure that you have sufficient funds for your family. It is not possible to find additional funding once you and your family are here.

### **Schooling and Schools**

If your children are between the ages of 5 and 16 years of age, and your study or work will keep you in Nottingham for at least six months, then the Local Education Authority will provide a place for them at a state school, near to where you live. If there is more than one school near to you then ask other parents in your neighbourhood for their recommendation. We also recommend that you arrange to visit the schools to find out more about them.

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You must provide evidence of your child's date of birth (passport or birth certificate) when they enrol at school. It is also helpful to provide the school with translated copies of your child's most recent school reports as well as a bilingual dictionary.

### **General Information**

The school system is split into two parts. The primary stage is for children between 5 years to 11 years old. Year R (Reception) is the first year, Year 6 is the final primary year. Years 7 to 11 are the secondary stage for children aged between 11 and 16 years old. Education is compulsory until the age of 16. After the age of 16 students may continue their education for 2 more years at either a college or in secondary schools which have provision for years 12 and 13. This is also sometimes known as lower and upper sixth forms.

The school year is organised into six half terms; each divided by a week's holiday. At the end of each term there is usually a holiday of two weeks. The summer term is followed by a six-week vacation. The school year runs from September to July.

The school day is usually between 9.00am and 3.30pm with an hour break for lunch. Some children stay at school for a hot school dinner, which is ordered and paid for through the school. Many children bring a packed lunch (sandwiches) and some leave the school premises to eat with their families. It is your choice but you must inform the school of your decision.

The average class size is 28 – 32 children. If your child needs help with English, the school will arrange specialist support.

State education is free in the UK. All materials (pencils, paper, textbooks, exercise books etc.), are provided by the school at no charge. At the primary phase most schools have a uniform but it is not usually compulsory. At secondary school it is usually compulsory. You will be expected to provide this. You will also be asked to provide suitable clothing so that your child can participate in swimming and P.E. lessons. Occasionally classes attend visits off school premises, you may be asked to make a small financial contribution towards this.

### **Local Education Authority (LEA)**

The government manages state education through Local Education Authorities – LEA's. As the University is next to the city there are 2 education departments that deal with the areas close to us. Both produce information booklets and both have websites. The City of Nottingham Education Department covers areas such as Dunkirk, Lenton and Wollaton, see [www.nottinghamcity.gov.uk/education](http://www.nottinghamcity.gov.uk/education) for more information. Nottinghamshire County Council Education Department covers areas such as Beeston, Bramcote, Chilwell and Sutton Bonington, see [www.nottinghamshire.gov.uk](http://www.nottinghamshire.gov.uk) for more information.

The LEA can provide you with an application form and an information booklet on the school system in their area. The LEA manages all admissions for local schools so you should send your application form to them not to the school. On the form you can state which school you would like your child to attend. The LEA can not guarantee to offer you a place at your preferred school as this will depend on availability, if there are no places the LEA will offer you a place at another school in the area.

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**Please note** it is not possible to reserve a school place for your child until you and your family are living here in Nottingham.

In addition to the schools run by the LEA there are some private and 'voluntary aided' schools in Nottingham. The Church of England or the Roman Catholic Church usually runs these schools with only limited involvement by the LEA. The schools manage their own place allocation so you can contact them direct to find out more.

### Local Schools – Primary (5-11 years)

**Alderman Pounder**

Eskdale Drive  
Chilwell  
Tel: 9252928

**Beeston Fields Primary**

Boundary Road  
Beeston  
Tel: 8440100

**Bramcote Hills Primary**

Moor Lane, Bramcote  
Tel: 9179226

**Dunkirk Primary**

Marlborough Street,  
Dunkirk  
Tel: 9153273

**Fernwood Primary**

Arleston Drive, Wollaton  
Tel: 9155730

**John Clifford Primary**

Nether Street, Beeston  
Tel: 9258057

**Lenton Primary**

Lenton Boulevard  
Tel: 9151793

**Middleton Primary**

Harrow Road  
Wollaton Park  
Tel: 9153261

**Roundhill County School**

Foster Avenue, Beeston  
Tel: 9179262

**Trent Vale Infants School**

Trent Road, Beeston  
Tel: 9179224

### Local Schools – Secondary (11 – 16+ years)

**Alderman White**

Chilwell Lane, Bramcote  
Tel: 9170424

**Bramcote Hills**

Moor Lane, Bramcote,  
Tel: 9168900

**Chilwell Comprehensive**

Queens Road West  
Stapleford  
Tel: 9170100

**Fernwood Comprehensive**

Goodwood Road  
Wollaton  
Tel: 9286326

**George Spencer**

Arthur Mee Road  
Tel: 9252698  
Beeston

## Childcare

There is a wide range of childcare services and activities in the areas around the University. Parents can choose the type of service most suitable for their needs. For information about Childminders, Playgroups and Private Day Nurseries in your area you can check online here: [www.childcare.co.uk](http://www.childcare.co.uk).

### **At the University**

There is a 50 place, purpose built day nursery catering for children aged 4 months to 5 years on University Park campus. The nursery is open from 8.30am to 6.00pm Monday to Friday. The majority of places are reserved for students and staff. Fees are charged for this facility.

The University also runs a Playcentre Day Care located on University Park campus and has places for 28 children aged 18 months to 5 years. The majority of places are reserved for students and staff. Fees are also charged for this facility.

There is a University of Nottingham Playscheme for children aged 4.5 - 12 years and a Toy Library. For information about all these services and the fees charged please see: [www.nottingham.ac.uk/child-care](http://www.nottingham.ac.uk/child-care).

### **Other Facilities**

Busy Bees (formally TLC) is a private company which provides day care at the University of Nottingham. Busy Bees day nursery at The University of Nottingham is a purpose built, single storey nursery, located in a quiet area of the Campus near to the QMC Hospital.

The Nursery is easily accessible from the main commuter routes in to Nottingham from the A52. Busy Bees caters for children up to school age (approximately 5 years old). For further details please see: [www.busybeeschildcare.co.uk/nursery/nottinghamuni](http://www.busybeeschildcare.co.uk/nursery/nottinghamuni)

Some Nottingham City primary schools have a nursery attached to them for children aged 3 to 4 (nursery class) and some nursery classes form their own nursery school. The demand for these is very high but your child's name could be put on the waiting list, if there is one near your home. Places will be either in the morning or afternoon but not both.

There are also many private nurseries. These will cost more than £130-£170 a week for your child to be cared for. See here for more information: [www.direct.gov.uk/en/Parents/Childcare/index.htm](http://www.direct.gov.uk/en/Parents/Childcare/index.htm)

### **Childminders**

Some students prefer their children to be looked after in a private home with a childminder. These must be registered with Ofsted (the national standards agency). The cost is much less for a childminder, between £5 - £8 per hour and the hours can be more flexible.

### **Parent and Toddler Groups**

These groups are an ideal way for parents to get to know each other as well as the children having the chance to play with other children of their own age. The mums or dads stay with the children all the time. These usually meet in the morning during school term. The groups

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have a wide selection of toys for the children and while they play, the parents have the opportunity to chat. It would be a helpful way to improve language and give a chance to get to know some English people. There is a small charge to cover the cost of toys and refreshments.

### **Playgroups**

There are playgroups located in many areas around Nottingham for children between 3 and 5 years of age. They usually run for the mornings only during school terms. Parents can leave their children at the playgroup for 2-3 hours although this may be on a rota basis.

### **Financial Assistance**

Students may apply for a grant towards childcare costs. The Child Care Support Scheme provides financial assistance to students who use private childcare. For an application form and notes of guidance please enquire at the Student Services Centre or see here: [www.nottingham.ac.uk/student-services/financial-support/money-worries/support-funds.aspx](http://www.nottingham.ac.uk/student-services/financial-support/money-worries/support-funds.aspx)

### **Health Care**

If you are coming to the UK for six months or longer you are eligible to register with the National Health Service. Once you have registered with the National Health Service (NHS), most treatment is free. However, charges are made for prescriptions, dental care and optical checks. If you are facing on going costs for medication and are finding the additional costs for prescriptions hard to meet it is possible to apply for financial help on an HC1 form.

If you bring your family with you, you should be aware that only your spouse and children under 16 years of age or those in full-time education up to 19 years of age will be allowed to register with the National Health Service. No other members of your family will be eligible to register and, should they become ill during a visit, they will be expected to pay, which could be expensive.

Visitors here for less than six months must take out health insurance unless they come from an EEA country or a country with a reciprocal health agreement. Visitors from EEA member states who are here for less than 6 months should carry a European Health Insurance Card (EHIC) with them.

Please read more detailed information in our guide '[Using Health Service in the UK](#)'.

### **English Language Classes for Partners**

The University of Nottingham offers English Language Classes to the partners of International Students studying here. The one-off registration fee is £20.

There are 2 sessions each week, and the classes are 2 hours long. We currently offer 3 classes, ranging from beginner to intermediate level. The classes are mixed groups of men and women. The class tutor carries out a brief assessment initially to place new students into the appropriate class. Sometimes there is high demand for the classes, so it is necessary to operate a waiting list until places become available for new students.

We also hold social coffee events and run end of semester trips to local places of interest.

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The International Office also has information about classes available at local colleges such as New College Nottingham, Castle College, ILS and Nottingham Language Academy.

For further information please read our support guide '[English Language Classes for the Partners of Students, Staff and Academic Visitors](#)'.

### **Entertainment and Social Activities**

Nottingham is a vibrant, cosmopolitan city in the heart of England. To find out about the many cultural, sporting and social activities on offer in Nottingham, see: [www.experiencenottinghamshire.com](http://www.experiencenottinghamshire.com).

More information is also available in the [International and EU students A-Z guide to Nottingham](#), published by the International Office.

The University has many active student societies, clubs and associations, covering culture, religion, sports and much more. For more information see [www.su.nottingham.ac.uk](http://www.su.nottingham.ac.uk)

### **Sports Facilities**

#### **Local Sport Facilities**

Nottingham is a major sporting city, famous for its two professional football teams, rugby union, cricket and ice hockey teams. Facilities in the region include the National Water Sports Centre, which has international rowing and canoeing facilities, as well as the National Ice Arena and one of Europe's largest Lawn Tennis Association tennis centres situated next to University Park campus.

For links to all the major sports clubs and leisure centres around Nottingham look at [www.visitnottingham.com](http://www.visitnottingham.com). The leisure section will link you to the home pages of all the major sporting clubs and attractions with details of venues, matches and events.

#### **On campus**

The Sports Centre, swimming pool and fitness centre are located in University Park (campus map reference 4, C4), with pitches situated just opposite the University and further pitches at Grove Farm, less than 3½ miles away. At Sutton Bonington, the Sports Hall and Squash Courts are situated off College Road, beside the Environmental Science buildings.

Extensive sports facilities are available to all students and staff at the University who hold current membership. Membership is for an academic year and entitles you to use the facilities on payment of the appropriate user fee.

There are also various sporting clubs that you can become involved in. See [www.su.nottingham.ac.uk](http://www.su.nottingham.ac.uk) for more information.

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### Visiting an English Home

Getting to know local people, going into real homes can be an important part of your experience here. If you are invited to an English home, this is one of the best ways of getting to know people outside the University. **HOST UK** is an organisation that arranges for international students to spend a weekend with an English family. The hosts live all over the country, and will provide you with a room and all your meals and trips as part of the weekend. If you are interested see [www.hostuk.org.uk](http://www.hostuk.org.uk) or contact the International Office when you are in Nottingham.

### International Family Link

If you are a student over 25 years old and would like to be invited to spend some time with a local family, this can be arranged too. International Family Link introduces mature international students to Nottingham people who are willing to offer hospitality in their own homes. For more information, see: [www.nottingham.ac.uk/internationaloffice/current-students/support.aspx](http://www.nottingham.ac.uk/internationaloffice/current-students/support.aspx)

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We offer an appointment service between 2pm and 4.20pm Monday to Thursday at the Student Services Centre on University Park Campus. Appointments must be booked at the Student Services Centre in Portland Building or via telephone on: 0115 951 3710. This is term time only.

We also offer a drop in service, no appointment needed at the International Office on Jubilee Campus between 1pm and 4pm Monday – Friday throughout the year.

In addition, we offer a series of workshops on a range of topics which can be booked online. See [www.nottingham.ac.uk/international/current\\_students/student\\_support](http://www.nottingham.ac.uk/international/current_students/student_support) for further information.

The information in this leaflet is given in good faith and correct at the time of writing (**June 2011**). It has been carefully checked with UKCISA and The UK Border Agency (UKBA), but the University of Nottingham accepts no responsibility for the accuracy of the information.

If you would like any further information or assistance, please contact the International Support Services Team. The Advisers, Rosemary Gibson, Hong Sun, Ruth Hudson, Helen Rylands, Dan Revell, Laura Braslins and Deborah Webb, are authorised to provide immigration advice and services by an order made under Section 84 (4) (d) of the Immigration and Asylum Act 1999.

If at any time you are not happy with the advice you have been given by the International Support Services Team, in the first instance you should raise this with the Head of the International Support Services Team or the Director of the International Office. If the matter is not resolved or you are still unhappy, you can make a complaint to the OISC (Office of the Immigration Services Commissioner) via their website [www.oisc.gov.uk](http://www.oisc.gov.uk)

International Office, Jubilee Campus, Wollaton Road, Nottingham, NG8 1BB  
[www.nottingham.ac.uk/international/current\\_students/student\\_support](http://www.nottingham.ac.uk/international/current_students/student_support)  
Tel. 0115 951 5247

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