



*ST. CLEMENT'S HEIGHTS  
ALMSHOUSE ACCOMMODATION  
INFORMATION BOOKLET*



**ST. CLEMENT DANES  
HOLBORN ESTATE CHARITY**



## Almshouse Accommodation

St. Clement's Heights Almshouse provides a vibrant, friendly and caring community where older people are encouraged to live full and active lives within the setting of high quality housing which offers comfort and security.

Almshouse accommodation is available to people resident in the Greater London Area (excluding the City of London) who are over the age of 60, who are able to live independently and who have a clear financial or social need for the type of accommodation which we offer. We provide one-bedroomed, self-contained flats in a brand new block at the top of Sydenham Hill in South London.



## Our Values and Ethos

St. Clement Danes Holborn Estate Charity's values and ethos make it clear that the Charity has a broader vision than simply providing housing. Trustees, staff and residents commit to demonstrating the following values in our working and living together:

- That we have a preference for those who might be disadvantaged or in housing need;
- That we have respect for the whole person: their physical, emotional, social, mental and spiritual well-being;
- That we have a commitment to living in communities.

Alongside our primary aim to provide high quality accommodation for older people who are able to live independently, we aim to encourage a spirit of community by providing central activities and encouraging residents to set up and run their own groups and events.

Additional facilities that we offer include:

- A visiting Chaplain and on-site Chapel
- A visiting GP—once a fortnight for residents who are unable to get to the Wells Park Practice Surgery.
- A hairdresser on-site once a week
- A podiatrist visits on a regular basis
- Minibus outings



We have a large communal lounge where activities take place. Current groups include:

Tea Club, Film night, Fish 'n chip night, Bingo, Puzzles. There is also a piano, pool table, jigsaw table, table tennis table and a selection of books for residents' use.

The Scheme Manager regularly liaises with medical and social services to ensure that residents obtain the help and support that they need. Linkline is fitted in every flat, which provides both emergency call facilities to Lewisham Borough Council and 24 hour fire and smoke detection.



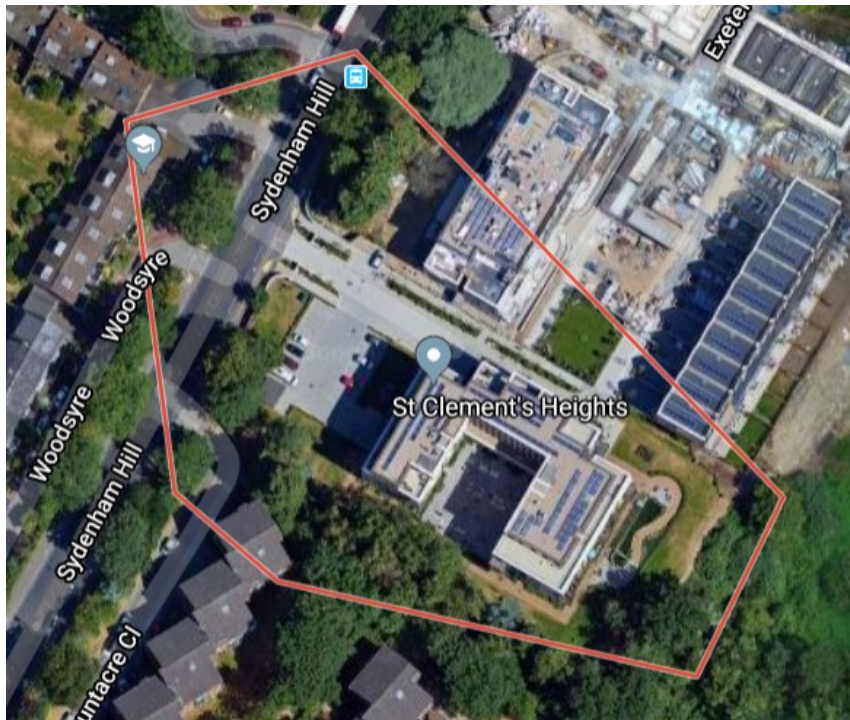
## Eligibility Criteria

- Applicants must be 60 years of age or over.
- Applicants must be non-smokers.
- Applicants can be single people or a couple.
- Applicants must have retired or are retiring from full-time employment, although applicants who are working part-time can be considered.
- Applicants must be in need of housing and must not own property in the UK or abroad.
- Applicants must have limited income and savings and be unable to provide for themselves by other means.
- Applicants must have permanent resident status in the UK and a National Insurance number plus a UK Passport.
- Applicants must be living within the Greater London Area (excluding the City of London).
- Applicants must be capable of living independently with the assistance of family and carers if necessary.
- All applicants will be placed on our waiting list and prioritised in order of need.

## Application Process

- Following your initial enquiry you will have a telephone discussion with the Scheme Manager to assess your initial eligibility.
- If you are deemed eligible at this stage, an information booklet will be sent to you. Once you have read the booklet, please contact the office if you are still interested in being considered.
- If interested, you will be called in for a first interview with the Scheme Manager. If you fit the criteria, you will be given an application form to complete and return within 21 days.
- On receipt of the Application Form and supporting documents, you will be assessed on the basis of your existing housing provision, personal factors, alternative prospects and whether you are in urgent and immediate need of re-housing.
- If you are eligible and have been assessed as being in need, you will be invited to St. Clement's Heights for a second interview with the almshouse management team. This will be an in-depth interview based on the information supplied in your application form.
- We will then write to you letting you know the outcome of this interview and if successful at this stage, we will send you the Residents' Handbook and a specimen Letter of Appointment for you to read. We will also arrange to visit you in your home.
- The home visit will involve the Scheme Manager and another member of staff who will go through the Handbook and specimen Letter of Appointment to ensure you have read and understood what is required of an almshouse resident.
- After the home visit the Scheme Manager will contact your GP, take up references and carry out any other checks. If, after these checks, we are unable to house you, you will be informed as soon as possible and we will try to provide you with information about other housing options.
- If satisfactory responses are received from your GP and referees you will be invited to St. Clement's Heights to meet a small group of Trustees at which your appointment as a resident will be confirmed.
- The Scheme Manager will send you a formal Letter of Appointment which you will sign and return, following which, arrangements will be made with you to move into your new home.
- During the interview process, you will be given a tour of the building.

## Location and Transport



St. Clement's Heights Almshouses are located at 26 Sydenham Hill, London SE26 6AA.

### Buses

- There is a bus stop outside St. Clement's Heights. Buses that stop there are: 202 and 363.
- Buses that stop at Sydenham Station are: 122, 176, 197, 202, 450.

### Trains

- Nearest stations are Sydenham Hill and Sydenham. Both are served by Southern and Sydenham is also on London Overground. Trains from Sydenham Hill go to Victoria and trains from Sydenham go to London Bridge.

### Parking

- There is limited parking on site and currently all bays have been allocated to residents. New residents with cars will be added to the waiting list but until a space becomes available, will have to find alternative parking.