

UNIVERSITY OF ABERDEEN

INFORMATION ON RELOCATING TO ABERDEEN

1 INTRODUCTION

To help you with relocating to Aberdeen to take up your new appointment we have compiled this fact sheet which we hope will help you to get started with some of the essentials when taking up your new post.

2 ACCOMMODATION

Aberdeen City has a wide selection of private accommodation available, however you should be aware that at present there is a high demand for rental accommodation within the city and you should make sure you have arranged your accommodation well in advance of your arrival in Aberdeen. Advice on leasing in Scotland can be found on www.scottish-letting-agency.com

You can find out what properties are available at The Aberdeen Solicitors Property Centre, this is a useful source of information on flats which are available to rent in the Aberdeen area, as most of the Aberdeen solicitor's pool their properties for rent here.

You can visit the Centre in person at:

40 Chapel Street
Aberdeen
AB10 1SP
Tel: +44 (0) 1224 632949
Fax: +44 (0) 1224 638262
Email: centre@aspc.co.uk

or you can access the properties online by going to www.aspc.co.uk. There are also a number of letting agencies in Aberdeen such as:

- Simpson Brebner www.simpsonbrebner.com
- Grampian Accommodation Agency www.gaa.uk.com
- Prime Let www.primelet.com
- Bain Property Agency www.bainprop.co.uk

The Aberdeen Solicitors Property Centre carries a full selection of properties for sale. These properties are for sale through local solicitors but are grouped together here to save prospective buyers contacting each solicitor individually to find out what properties they currently have for sale. These can be accessed in the same way as rental accommodation at www.aspc.co.uk.

The University has a number of houses/flats available for rent to University staff, all of which are located around the Old Aberdeen campus and are on a bus route to Foresterhill and the City Centre. Information on these can be found on the Estates page of the University website at: www.abdn.ac.uk/estates/administration/staff_accomm.shtml

Information on bed & breakfasts, guest houses and hotels and their location in relation to the University campuses can be found at these web links:

- www.bedandbreakfasts.co.uk/propertysearch.asp?location=Aberdeen+University
- www.bedandbreakfasts.co.uk/propertysearch.asp?location=Aberdeen+University+Marischal+College
- www.bedandbreakfasts.co.uk/propertysearch.asp?location=Aberdeen+University+Medical+School

3 BANKING

There are many major banks and building societies operating in Aberdeen. Branches for all these can be found in the city centre with several of these banks having more than one branch in the city at various locations including near the Old Aberdeen and Foresterhill Campuses.

4 NATIONAL INSURANCE NUMBER

A National Insurance (NI) number is a personal number used:

- to record a person's NI contributions and credited contributions
- when claiming social security benefits.

You should apply for a NI number if you do not already have one and:

- you have started or are about to start work
- you are self-employed, or
- you want to pay voluntary NI contributions and would benefit from paying them.

For these applications you should telephone 0845 600 0643 between 8.00am and 6.00pm, Monday to Friday.

5 TRAVELLING AROUND ABERDEEN

If you are arriving by road or rail directions to get to the University sites can be found at www.abdn.ac.uk/central/vcampus/ and an online route planner at www.abdn.ac.uk/environment/transport/route.php

FirstBus is the local bus service provider in and around Aberdeen, full lists of their routes, timetables and fares can be found on their website at www.firstgroup.com/ukbus/scotland/nescot/home/index.php

The Stagecoach Bus Company runs routes all over Scotland and as Aberdeen has a large commuter belt their buses can be useful for those living out with Aberdeen city itself. Details of their routes and fares can be found on their website at www.stagecoachbus.com/region_1.html

6 CHILDCARE

The Old Aberdeen campus-based Rocking Horse Nursery provides childcare for preschool aged children of students and staff. The nursery has three 'departments' which cater for 0-2, 2-3 and 3-5 year olds respectively.

The Rocking Horse Nursery has facilities for 46 children, from 0-5 years of age. Places are allocated according to the waiting list and the age of the child. Early booking is advisable.

The Rocking Horse Nursery is situated at 51 College Bounds, within the grounds of Crombie-Johnston Hall of Residence, and has a large play area ringed with mature trees. All enquiries should be addressed to:

The Manager
Rocking Horse Nursery
University of Aberdeen
Aberdeen
AB24 3YD
Tel: +44 (0) 1224 273400

The Local Authority that the University is situated in also provides a pre-school education service, details of this can be found on the Scottish Government's website at www.scotland.gov.uk

Further options for child care may be explored via the external government site Childcare Link at www.childcarelink.gov.uk/aberdeencity

The University also has a Childcare Vouchers Scheme which is a tax saving initiative for staff, information on this scheme can be found at: www.abdn.ac.uk/hr/childcarevouchers.shtml

7 EDUCATION

The education service in and around Aberdeen is provided by the relevant Local Authority for where you live.

Information on schools in and around Aberdeen can be found on Aberdeen City Council's website at www.aberdeencity.gov.uk/acci/web/site/home/snl.asp?m2=Schools and Aberdeenshire Council's at www.aberdeenshire.gov.uk/schools/index.asp

More information on the Education Service in Scotland can be found at www.scotland.gov.uk/Topics/Education/Schools

8 HEALTHCARE

Local health services in the area are provided by NHS Grampian who have a list of the services they provide on their website which is www.nhsgrampian.org

It is recommended that you register with your local medical practice, a list of which is provided by NHS Grampian and can be found on the above website.

9 SERVICES

Local services and amenities are provided by the relevant local authority depending on where you live, for those living in and around Aberdeen these will be provided by either Aberdeen City Council or Aberdeenshire Council. For those living further distance from the University a full list of local authorities in Scotland can be found on the Scottish Government's website at www.scotland.gov.uk

10 REGISTERING WITH THE POLICE

If you are a citizen of certain countries, and have been given permission to stay in the United Kingdom for more than six months, you will normally be required to register with a police station in the area in which you are living. Information on registering with the police including who needs to register can be found on the Home Office website at www.bia.homeoffice.gov.uk/ukresidency/rightsandresponsibilities/reportingtothepolice/

If you need to register, this requirement will be endorsed in your passport. You must register within seven days of arriving in the United Kingdom. To register you will need your passport, two passport size photographs of yourself are usually required and the registration fee. This should be done at:

Queen Street Police Station
Queen Street
Aberdeen
AB10 1ZA
Tel: +44 (0) 1224 635888

11 INDUCTION

The University as part of its welcome to new members of staff holds a general induction day, a place on this will be reserved for you which you will be notified of by your HR team but ahead of attending the Induction you can also see an overview of the Induction presentation on the University's Induction webpage at www.abdn.ac.uk/hr/induction/