

**Queen's University Belfast Parental Information and Consent Form  
(For students under the age of 18 on their first day of studies)**

Queen's University Belfast is committed to supporting all students throughout their studies. A range of support services providing information, advice and guidance are available. We encourage all students to engage with these services and to ask for assistance where needed.

We hope the Policy document clarifies the scope of the University's role in supporting students under the age of 18 and helps you consider the safety and wellbeing of your child as they make this transition to University life.

As you can see from the Policy, Student Wellbeing will meet with all students under the age of 18 outlining supports available to them, ensuring they are aware of specific legal points relating to being under the age of 18.

What we can do:

- Ensure students are aware of support available to them at Queen's
- Meet with students if they have any concerns or questions
- Ensure students have a point of contact at University within their School and other support areas
- Ensure students are aware of some specific legal issues whilst under the age of 18 in Northern Ireland
- Act on any concerns identified to ensure the safety and wellbeing of our student
- Help with settling in / transition to University Life

What we can't do:

- Take parental responsibility for students
- Under Data Protection legislation discuss student's progress/attendance etc with parents and or guardians (unless we have written consent from students which specifies what we can discuss, and in what circumstances)
- Force students to engage with support services. If we are aware of a concern, we will reach out to them, and make them aware of support available.
- Undertake any of the actions set out in the linked consent form without the permission of a parent or legal guardian – which you should provide by submitting the form.

**A Consent Form must be completed by the parent/guardian of all students under the age of 18 prior to their first day of studies. This can be signed and returned:**

- Online. An online Consent form can be accessed [here](#).
- Emailed to [studentwellbeing@qub.ac.uk](mailto:studentwellbeing@qub.ac.uk)
- Postal address: Head of Student Disability & Wellbeing Service, Student Guidance Centre, Queen's University, Belfast, BT7 1NN.

**Date of return:** \_\_\_\_\_

**PARENTAL CONSENT FORM**  
(For students under 18 years of age)

<b>Student Details</b>			
<b>Name of student:</b>			
<b>Student Application ID or Student Number</b>		<b>Students Date of Birth</b>	
<b>Course of Study:</b>			
<b>Please provide any additional information which may be useful to help this student's transition to University.</b>	<i>Please note: this information will be held in Student Affairs and only shared with other Services as necessary.</i>		

- I understand and accept that Queen's University Belfast cannot accept full parental responsibility for my child
- I consent to Queen's University Belfast acting on medical evidence in the best interest of my child. This includes authorising emergency medical treatment if it is not possible to contact a parent / guardian, named emergency contact or an appointed UK Guardian and where my child is not in a position to make their own valid decision regarding treatment
- I consent to Queen's University Belfast acting on my behalf in any dealing with the police, either as a victim or alleged perpetrator of a criminal act, where it is not possible to contact a parent / guardian, named emergency contact or an appointed UK Guardian
- I understand and accept that Queen's University Belfast is an adult environment and that my child will generally be treated as an adult
- I agree to the living arrangements of my child, and understand and accept that my child may be living in accommodation which is not segregated by age or gender
- I understand and accept that Queen's University Belfast internet and email services are provided on the principal of unrestricted access
- I agree to accept liability for all my child's debts to Queen's University Belfast
- I understand and accept that while studying at Queen's University Belfast, my child will be subject to UK law, the rules and regulations of Queen's University Belfast

## Nominated Emergency Contact

(This person should be living in the United Kingdom and over the age of 21 years)

*These details will be held on record by Student Wellbeing. All students are also requested to provide emergency contact details as part of their registration with the University, on the student information system. In an Emergency, please contact:*

<b>Nominated Emergency Contact Name:</b>	
<b>Telephone number:</b>	
<b>Mobile number:</b>	
<b>Email address:</b>	
<b>Address:</b>	

## Guardianship:

I have appointed the following to have guardianship of my child while they are studying at Queen's University Belfast and are under the age of 18:

**This is strongly recommended, particularly for students who will remain under 18 in second semester and are not living with their parent or legal guardian.**

<b>Guardianship Name/ Organisation:</b>	
<b>Telephone number:</b>	
<b>Email:</b>	
<b>Address</b>	

*Please note that confirmation of a student residing with a parent or legal guardian, or a private fostering arrangement assessed by Social Services, is a requirement for students who will be under the age of 16 on their first day of studies.*

## Declaration:

I have read and accept the above conditions.

<b>Name of Signatory (parent or guardian)</b>	
<b>Relationship to Student (e.g. mother, father, legal guardian)</b>	
<b>Signature (or type name if returning via email)</b>	
<b>Date:</b>	