

1. STUDENT INFORMATION				
Student Name				
Date of Birth:		Date of 18 th Birthday:		
Student ID:		Date of arrival/expected arrival in Belfast:		
Student ID:				
Home address:	Term time address:			
Queen's Email:				
Mobile Number:				
UK Mobile number:				
Do you have a health concern or disability that is likely to impact your studies?	Yes		No	
2. EMERGENCY CONTACTS				
Signed Parental Consent Form returned	Yes		No	
Has a Social Service Assessment been undertaken (under 16 only)	Yes		No	
NEXT OF KIN (Parent, Guardian or family member over 21 years of age)				
Name:	Address:			
Tel No:				
Email:				
NOMINATED EMERGENCY CONTACT (This contact must reside in the UK)				
Name:	Relationship:			
Tel No:	Address:			
Email:				
Is EC resident in UK, and over age of 21?	Yes		No	
GP DETAILS				
Name:	Address:			
Tel No:				
Has GP details been recorded on Qsis:	Yes		No	

3. ACADEMIC INFORMATION (see QSI for these details)				
School registered with:				
Course registered on:				
Personal Tutor:		Adviser of Studies		
U18 Co-ordinator (s)				
4. COURSE INFORMATION:				
Will the student be required to participate in any of the following?				
Field trip off campus	Yes		No	
Activity that requires being away overnight	Yes		No	
Placement	Yes		No	
Handling of materials prohibited to those who are under the age of 18	Yes		No	
Professional activities that require the student to be 18 years of age or older eg clinical activities	Yes		No	
5. Outcome: Is a School Risk Assessment meeting required ?	Yes		No	

Student Support Overview: Students under 18

Student Name:	Student ID:	Date of 18th Birthday:	
Area Assessed	Comments	Actions Agreed	Responsible Person
Arrival in Belfast Planned date of arrival? Family / support to travel? Airport pick up requirements?			
Course / Academic Studies Has Personal Tutor been identified? Has U18 co-ordinator in School Any professional requirements of course? 3 –way meeting required with School? Provide details <ul style="list-style-type: none"> • Field trip off campus • Activity that requires being away overnight • Placement • Handling of materials prohibited to those who are under the age of 18 • Professional activities that require the student to be 18 years of age or older eg clinical activities 			Personal Tutor: U18 co-ordinator:
Accommodation Queen’s Accommodation / other Student Accommodation provider / with parent/legal guardian / private rented accommodation			RLC:
Disability and Wellbeing Include any disability, personal or wellbeing related issues Would the student benefit from a WRAP? Registered with Disability Services? Is student registered with GP / aware of how to access Healthcare?			
Social Have any social support needs been identified? Identify any clubs/ societies, opportunities or other sources of support available?			
Legal Has the student been made aware of restrictions which apply to anyone under the age of 18 living in NI? Is student aware of their Nominated Emergency Contact? Is EC residing in UK / confirm relationship			
Other supports or concerns identified Have any other issues been identified? Are there any additional supports which should be considered for this student?			
Future check-in arrangements agreed with student Introduction to International Student Guide			

Monthly Keep in Touch calls Other arrangements			
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<p>On signing this form, the student and attendees agree that the information is accurate on the date the form was completed. Agreed actions will be undertaken by those responsible:</p>			
<p>Student Signature:</p>		<p>Date:</p>	
<p>Student Wellbeing Representative:</p>		<p>Role:</p>	
<p>Review Date: Required if student is under the age of 18 on first day of Semester 2 / Year 2</p>			
<p>Review Outcomes:</p>			