

ARRANGEMENTS FOR STUDENTS WHO WILL BE UNDER THE AGE OF 18

ON 11 SEPTEMBER 2023

The University of Bristol has put in place a range of measures to ensure that our staff are aware of and comply with all the relevant legislation relating to students who are under the age of 18. For example, we will ensure that students under the age of 18 are allocated an experienced personal tutor within the relevant academic department and that appropriate arrangements are in place in respect of any field trips or other potentially hazardous activities associated with the course.

We ask parents/guardians to confirm that they recognise their particular responsibilities for their children while they are under the age of 18. You can also be assured that the University intends to comply with all legal requirements.

As you will be under 18 on 11 September 2023, you must ensure your parent/guardian completes and signs this form and returns it to Kaplan. The deadline for the University to receive all applicant documents from Kaplan is 31 August 2023. You will not be able to register as a student at the University if you have not provided a completed form.

We require details of an Emergency Contact who is resident in the UK, and the signature of your parent/guardian to confirm these details. We require the signature of your parent/guardian even if they are not the listed Emergency Contact. Failure to provide the name and address of a UK resident who the University can contact in case of emergency will mean that we cannot register you as a student for study.

For any queries, please contact admissions-ifp@bristol.ac.uk.

Personal details

Student's name:		Kaplan number or student number:	
Student's date of birth:		Course applied for:	

Do you intend to apply for University accommodation?

YES / NO (please delete as appropriate)

If NO, please give details of the accommodation arrangements you will be putting in place:

Emergency contact details

Please provide details of an Emergency Contact in the UK for the period until the student is 18-years old. This contact can be:

- A UK-based parent/ legal guardian
- A UK-based friend of family member.
- A guardianship organisation with gold-standard accreditation from AEGIS (aegisuk.net)

The University has an Emergency Contact Procedure which we use when we have serious wellbeing concerns about a student. If the University contacts the nominated Emergency Contact it is our expectation that action will be taken to provide additional support to the student. We recognise that under 18-year-olds may need more support than adult learners and that is why a UK based emergency contact is important.

It may be necessary for the person acting as an emergency contact or guardian to meet with the student, or to collect them from the University and take them somewhere safe, suitable and supportive. For example a student may be admitted to hospital and need a safe place to recover; we may feel that a student is not able to live independently or safely due a temporary situation, or they are required to leave their current accommodation or the University.

It is important that any nominated emergency contact, including guardianship organisations, understand this commitment and agrees to provide this level of support if necessary.

Name:		Relationship to student:	
Address in the UK:			
Telephone number:		Mobile number:	
Email:			

Declaration of parent/guardian

This must be signed by the parent or legal guardian. The Emergency Contact may not sign this declaration unless they are also the parent / legal guardian.

Please confirm by signing below that:

- a) you recognise that the University is not *in loco parentis* (assuming parental responsibility);
- b) you guarantee that you will honour any contracts your son/daughter enters into with the University (eg agreements to pay tuition fees, accommodation fees etc);
- c) you have advised your son/daughter that he/she may not enter licensed premises or hold office while under the age of 18
- d) you confirm the emergency contact details are correct, meet the above criteria, and they are aware of the responsibilities they are taking on

Your name: (please print)		Relationship to student: (eg mother, father, guardian etc.)	
Signature:		Date:	