Dear

Freedom of Information Response (Our Ref: K/21/096)

Thank you for your Freedom of Information (FOI) request dated 15 February 2021, reference K/21/096.

Your request read:

“Student ‘opt-in’ or ‘consent at registration’ was a hot topic in 2018. Essentially it involves lowering the bar at which parents or nominated others could be contacted by a university, when there are serious concerns that something bad might happen to an enrolled student, and/or where their health, wellbeing or welfare could be affected.

To qualify as ‘opt-in’ a scheme must be optional and additional to any compulsory emergency contact protocol. The latter is typically restricted to serious incidents and/or emergency situations, that may present an imminent threat to a student’s vital interests. Modifying your compulsory emergency contact protocol is not ‘opt-in’, it is ‘opt-out’, since action would be required to withdraw consent.

This important policy has been implemented at a number of universities, and presumably at your institution as well. If so, please provide me with the following more detailed information:

• How many students were registered at your institution for each of the academic periods

2018-19,

2019-20 and

2020-21?

Please provide the above information according to year-of-study e.g. 1st year, 2nd year, 3rd year

For each academic period and year-of-study sub-division:

• How many students opted-in at registration?

• How many students subsequently rescinded their consent?

• How many times was the opt-in consent used to contact somebody?
• How many times was use of the opt-in consent considered, but with you deliberately choosing not to contact a parent or nominated individual?”

The University of Leeds holds some of this information.

1. How many students were registered at your institution for each of the academic periods
   a. 2018-19,
   b. 2019-20
   c. 2020-21
   Please provide the above information according to year-of-study e.g. 1st year, 2nd year, 3rd year

We take a census of registered students on 1 December in each year. The figures below are taken from this census. Due to the ongoing coronavirus pandemic, some programmes of study (mostly at postgraduate level) had January start dates, and as such students on those programmes would not yet have been registered by the December census date. An additional data collection therefore took place on 1 March 2021.

The 2018/19 information represents the number of students registered on 1 December 2018, the 2019/20 information is from 1 December 2019 and the 2020/21 information is from 1 March 2021.

<table>
<thead>
<tr>
<th>Year of study</th>
<th>2018/19</th>
<th>2019/20</th>
<th>2020/21</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foundation Year</td>
<td>540</td>
<td>533</td>
<td>686</td>
</tr>
<tr>
<td>One</td>
<td>17,322</td>
<td>17,738</td>
<td>16,883</td>
</tr>
<tr>
<td>Two</td>
<td>9,087</td>
<td>9,202</td>
<td>8,881</td>
</tr>
<tr>
<td>Three</td>
<td>7,460</td>
<td>8,239</td>
<td>8,555</td>
</tr>
<tr>
<td>Four</td>
<td>2,962</td>
<td>2,786</td>
<td>3,131</td>
</tr>
<tr>
<td>Five</td>
<td>587</td>
<td>512</td>
<td>566</td>
</tr>
<tr>
<td>Six +</td>
<td>22</td>
<td>29</td>
<td>12</td>
</tr>
<tr>
<td>Intercalating year</td>
<td>126</td>
<td>134</td>
<td>101</td>
</tr>
<tr>
<td>TOTAL</td>
<td>38,106</td>
<td>39,173</td>
<td>38,815</td>
</tr>
</tbody>
</table>

2. For each academic period and year-of-study sub-division:
   a. How many students opted-in at registration?
   b. How many students subsequently rescinded their consent?
   c. How many times was the opt-in consent used to contact somebody?
   d. How many times was use of the opt-in consent considered, but with you deliberately choosing not to contact a parent or nominated individual?

The University of Leeds does not have an ‘opt-in’ scheme and therefore we do not hold any information in respect of this part of your request. However we do collect
Emergency Contact information which is used when it is in a student’s vital interests to do so.

We hope this information is helpful. If you have any questions about this email, however, please do not hesitate to contact us on foi@leeds.ac.uk

If you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review of our decision, you can request an Internal Review. Requests for Internal Review should be made in writing using the following contact information:

Post:          Mr D Wardle
               Deputy Secretary
               The University of Leeds
               Leeds
               LS2 9JT

Email:         foi@leeds.ac.uk

Requests for Internal Review should be submitted within 40 working days of receiving the University’s response to your request. Further information about how the University manages Freedom of Information requests and about our complaints procedure is also available on our website (www.leeds.ac.uk).

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. Generally, the ICO cannot make a decision unless you have exhausted the review/complaints procedure provided by the University. The Information Commissioner can be contacted at: Information Commissioner’s Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Yours sincerely

Chloe Wilkins
Freedom of Information Officer

Secretariat
University of Leeds