**APPENDIX 4**

**PARENTAL CONSENT FORM FOR STUDENTS UNDER 18 AT COMMENCEMENT**

**OF THEIR PROGRAMME OF STUDY**

*Note to users:*

*This is a suggested list of notifications to and consents which may be required from parents/guardians, as a result of the risk assessment process. Not all clauses will be appropriate for inclusion in all cases (although most will be) and alternative/additional ones should be considered as appropriate. This should be sent with the letter at Appendix 3.*

1. I have read and understood the Guidance Notes enclosed with the letter to the Applicant dated [ ]. I understand and accept that the University of Leeds will not act in loco parentis in relation to the Applicant.
2. I have read and understood the additional conditions attached to the offer (as set out in the letter of [ ]), identified as a result of the risk assessment carried out.
3. I consent to activities that the Applicant will undertake as part of their programme of study, including placements and field trips which are a recognised part of their programme. I am aware that the content of the programme they will be studying is tailored for adult learners.
4. I understand that the majority of staff at the University are not DBS checked and that the University does not control internet access in respect of age restricted content.
5. I understand that despite the Applicant being under 18, the University is not generally at liberty to release any information to me without express consent from the Applicant. I agree to be contacted at any time in relation to the welfare of the Applicant.
6. I hereby consent to the University of Leeds taking photographs or videos of the Applicant including by way of lecture capture. I agree that the University may use the photographs or videos for [ ] purposes including publication on the University’s website (**please delete if you do not agree to this**).
7. I will act as guarantor for accommodation fees incurred by the Applicant together with any other sums owed to the University by the Applicant until they reach the age of 18. I understand that the guarantee shall cease to have effect once the Applicant reaches 18. In respect of contracts which require a person to be 18 or over to be legally binding, I will honour all obligations under contracts entered into by the Applicant with the University until the Applicant reaches 18.
8. [I enclose a copy of a Guardianship Agreement including the UK contact details of the guardian appointed for the Applicant OR written confirmation that I do not consider such appointment necessary, together with emergency contact details]. *Include for international applicants*.
9. [I authorise the Applicant to travel freely and on their own in the United Kingdom for the duration of their course of study at the University of Leeds.] *Include for international applicants.*
10. [I accept that it is my responsibility to make arrangements for the Applicant’s accommodation and decide what is appropriate to protect the Applicant’s wellbeing]. *Include for* *under 16 applicants*.
11. [Insert *any other specific consents required as identified in risk assessment.*]

Name of Applicant: …………………………………………………………………………

UCAS ID No.: ………………………………………………………………..

Name of parent/guardian: ……………………………………………………………….

Emergency contact details:

Name: ……………………………………………………………………………………..

Address: …………………………………………………………………………………..

Telephone: ………………………………………………………………………………..

Mobile: ……………………………………………………………………………………..

Email: ………………………………………………………………………………………

Relationship to Applicant: …………………………………………………………………..

I have read, understood and accept the above.

Signature of parent/guardian: …………………………………………………………….

Date: …………………………………………………………………………………………