

TO: The Parent or Guardian of [name]
Dear Sir/Madam

Admission of applicants under the age of 18

I am writing to you as the parent/legal guardian of [name]. As you will be aware, [name] will be under 18 years of age at the start of their course at the University of Hull.

United Kingdom law defines people under the age of 18 years as children and although not specifically covered by the legislation, Universities have an enhanced implied duty of care towards students who are legally children. In order to enable us to properly fulfil this duty of care I would like to inform you about a number of points in relation to your child's time at University.

First, you need to be aware that the University is not "in loco parentis". This means that the University will not act in a parental capacity towards [name].

Secondly, the University is taking steps to seek to ensure that staff with pastoral responsibilities for students under 18 years have been Disclosure and Barring Service checked. However, as you may imagine, with an academic and support staff of over 2,000 we are focusing these checks on residential Wardens and appropriate Personal Tutoring staff. You therefore need to be aware that your child will have dealings with members of staff or contractors who may not have been DBS checked, although their Personal Tutor and Warden (where appropriate) will have been.

The residential University accommodation is serviced by maintenance and cleaning staff who also may not have been checked in this way. You therefore need to be aware of the possibility that University staff and contractors who may not have been DBS checked may have access to your child's room if they are living in University accommodation.

In general, students are not supervised in accommodation on a daily basis and are free to come and go without needing to sign in or out. Further details of the University accommodation can be found in the Accommodation Handbook (available on request from the Accommodation Office). The University of Hull campus catering facilities include several bars/restaurants that are licensed. You may wish to advise your child that they would be breaking the law should they consume or purchase alcohol from these outlets whilst under the age of 18.

Finally, we need to make sure that any potential students under 18 years old who apply for a place on a University programme have the permission of their parent or guardian to attend that programme. In this context, I would be grateful if you could complete and return the attached form, confirming your permission and giving us your preferred means of emergency contact.

Although informing you of these points is necessarily formal, I do want to reassure you that the University campus is in general a safe and happy place where the majority of students enjoy their time and have a trouble free University career. When things are difficult for students we have a high quality and well coordinated support network to resolve problems including a 24/7 Security presence on campus, residential Wardening staff who support student welfare and ensure discipline in each residence, and a range of professional support services available to all students. Further details can be found in the enclosed leaflet, "Access to Help".

If you have any questions please do not hesitate to contact me using the details above.

Yours faithfully

Director of Student Recruitment

Encs: Access to Help Information for students

Admissions of under 18 year old students to University Programmes

The University requires that students who will be under the age of 17 years at the start of their studies on a University programme must have the permission of their parent or guardian to attend the programme **and therefore a fully completed and signed copy of this form is required before registration can be confirmed. The University would also prefer that the parent/guardian of an applicant who will be under 18 on entry returns the completed form.**

The University guidelines on under 18 year old students are available at

<http://www.hull.ac.uk/policyregister/policies/index.html>

Response by Parent/Guardian

I understand that the University cannot be held responsible for student welfare whilst [full name of student] _____ is off-campus and I have been advised to make appropriate arrangements to ensure safety during such periods.

I recognise that the University cannot act "in loco parentis" (in place of the parent) at any stage of the attendance on the programme of study, either on or off campus.

I would like / would not like* the University to communicate with the contact nominated below in an emergency situation concerning the name student (*please delete as appropriate).

I hereby give my permission for [full name of student]:

.....

To attend the University of Hull programme [name of programme]:

.....

Starting Date:

Nominated parent/guardian/other emergency contact [full name]:

.....

Relationship of named person to the student:

Home Tel: Work Tel: Mobile:

Nominated contact address:

.....

.....

Please see note below.

Signed: Date:

Print parent/guardian name:

Home Tel: Work Tel: Mobile:

Nominated parent/guardian address:

.....

.....

Date: / /

Note: Applicants whose parent or guardian lives outside of the UK are strongly advised to have a UK based guardian. Please therefore provide relevant contact details of a person who lives within the UK whom the University should contact in necessary.

Please return this completed form to:

Head of Admissions Service, Student Recruitment Directorate, The University of Hull, HU6 7RX, UK.