

APPENDIX 3
NOTIFICATION OF CONDITIONS IDENTIFIED FOLLOWING THE RISK ASSESSMENT
OF APPLICANT

Note to users:

This is a suggested list of conditions which may have been identified as a result of the risk assessment process to apply to an offer in relation to certain applicants. Not all conditions will be appropriate in all cases and additional/alternative ones may have been identified from that process. However the introduction and the clauses not in brackets below will usually be appropriate; with other clauses tailored as required. A copy of the letter should be enclosed for signature and return.

Further to our letter of [], the risk assessment process has been completed to determine that the University can proceed with the conditional offer made. The following additional conditions will apply to the conditional offer made to you on []. A copy of this letter is enclosed for your signature and return to us. You will be required to accept the following conditions in order to accept the offer made:

1. *[Amendments/restrictions on module choice.]*
 - 1.1. [Where optional or Discovery modules are available, the University reserves the right to make your choice subject to satisfactory completion of a further risk assessment relating to activities in that module.]
2. *[Conditions regarding University/other accommodation.]*
3. *[Provisions regarding field trips etc.]*
4. *[Details of enhanced personal tutor contact, enhanced pastoral care and induction processes.]*
5. Return of completed parental consent form *[Guardianship Form/confirmation] Include for international students* (enclosed).
6. Requirement to disclose your age, especially in relation to activities away from the School and in relation to all contact with the Students Union including clubs and societies.

7. I hereby consent to the University of Leeds taking photographs or videos of me. 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**).

7.1. With regard to lecture capture activity (recording of educational activities such as lectures), if you do not wish to be recorded then you should raise that with the member of staff seeking to make the recording in accordance with the existing policy http://www.leeds.ac.uk/secretariat/documents/0Audio_Visual_Policy_2015.pdf

8. I consent to my parents/guardians being notified in the event of a medical emergency.

9. *[Any other conditions identified as appropriate in the risk assessment process.]*

I enclose a copy of a signed parental consent form **[/Guardianship Form/confirmation]**.
Include for international students.

I have read and understood the Guidance enclosed with the letter to me dated [].

I have read, understood and accept the above safeguarding measures attached to my offer which will be implemented by the University of Leeds for the duration of my study or until I reach my 18th birthday.

Applicant's full name Applicant's signature

Date