

**Event Briefing**  
**NUS USI Conference – 21<sup>st</sup> & 22<sup>nd</sup> March 2023**

**Location** The Ormeau Baths, 18 Ormeau Avenue, Belfast, County Antrim

**Times:**

**21<sup>st</sup> March 2023:** 10.30am registration

**22<sup>nd</sup> March 2023:** 16:30

**Content**

This annual democratic event provides a great opportunity for delegates to network with other students and activists from across Northern Ireland campuses.

**Travel**

NUS does not provide any travel to and from the venue and therefore has no liability for the delegates getting to and getting home from conference.

**Accommodation**

Accommodation is not provided during this event – please ensure your Students' Union has booked your accommodation.

**Safeguarding**

All delegates are given a Conference Phone Number that they can call with any issues they have, this will be printed on their badges and shown at the start of conference. If you feel supervision is necessary, please make arrangements with your young person's union directly.

**Code of behaviour**

We expect all delegates to adhere to all our event policies, including our equal opportunities policy whilst participating in the event. We also expect delegates to read and follow NUS' code of conduct at all times. Any breach of these policies will result in delegates being asked to leave the event. The full policies can be found on NUS Connect or can be forwarded on request.

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**PARTICIPANT PROFILE & U18 PARENTAL CONSENT FORM FOR NUS EVENTS**

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<b>Section 1</b>			<b>Personal details – Young person (aged 18 and under) and Parent/Guardian</b>		
Full Name of Young Person		Name of Parent/Guardian		Young person's date of birth	
Home address including postcode				Mobile number for participant on the day	
Daytime landline number of Parent/Guardian		Mobile telephone number & email address of parent/guardian		Home 'phone number for parent/guardian	
<b>Section 2</b>			<b>Emergency Contact Details</b>		
Name of alternative adult who can be contacted in an emergency		Phone number(s) for alternative named adult		Relationship of this adult to child ie Aunt	
<b>Consent Statement from Parent/Legal Guardian</b> - Please tick each box where you agree					
<b>Legal Authority to provide consent</b>					
<input type="checkbox"/> I confirm that I have legal responsibility for the young person named above and that I am entitled to give this consent					
<input type="checkbox"/> I confirm that to the best of my knowledge, all information provided on this form is accurate, and that I will undertake to advise the organisers of the event of any changes to this information					
<b>Consent to participate</b>					
<input type="checkbox"/> Having read the event briefing, I agree to the young person named above taking part in this event.					
<b>Medical Consent</b>					
<input type="checkbox"/> I give my consent that in an emergency situation, the designated person(s) may act in <i>loco parentis</i> , if the need arises for the administration of emergency first aid and/or other medical treatment which in the opinion of a qualified medical practitioner may be necessary. I also understand that in such an occurrence that all reasonable steps will be taken to contact me or the alternative adult which I have named in Section 2 of this form.					
<input type="checkbox"/> I confirm that to the best of my knowledge, my child does not suffer from any medical condition other than those detailed by me in the section below					
<b>Medical Information/Additional Support Needs</b> – Please detail below any important medical information that the trip organiser needs to know (eg allergies, medical conditions, current medication, special dietary needs, injuries etc.) or additional support/protection needs your child may have.					
I confirm that I have read the event briefing or been made aware of arrangements/expectations concerning					
<input type="checkbox"/> Travel		<input type="checkbox"/> Safeguarding arrangements			
<input type="checkbox"/> Accommodation		<input type="checkbox"/> Code of behaviour			
<input type="checkbox"/> I understand that this is a largely adult event with open access, no NUS supervision of delegates & independent movement between venues/activities in a city centre location					
<input type="checkbox"/> I understand and agree to the responsibilities which I and my child have in connection with this event and associated arrangements outlined in the event briefing and the event code of behaviour					
Signed (Parent/Legal Guardian)		Printed Name of Parent/Legal Guardian		Date of signature	
Signed (Young Person)		Printed Name of Young Person		Date of signature	
<b>DATA PROTECTION</b> – In the event of a medical issue or a safeguarding concern arising, the trip organisers may disclose certain information to doctors and/or Police and/or Children's Social Care on a "need to know" basis.					

