

CONFIDENTIAL STUDENT DECLARATION FORM

This form should be completed by the student involved in an Personal Relationship with a staff member, following the staff member's disclosure under the College's Personal Relationships Policy.

The purpose of this form is to support transparency, assess any conflict of interest, and ensure appropriate safeguarding and academic protections are in place.

SECTION 1

SECTION A- Student Details

| | |
|--|--|
| Full Name: | |
| Student ID: | |
| Age: | |
| Course or Programme: | |
| Type of Student: (full time, apprentice) | |
| Year of study: | |

SECTION B- Staff Details

| | |
|--------------------|--|
| Full Name: | |
| Job Title: | |
| Department: | |

SECTION C- Relationship Details

| | | |
|--|---------|----------------|
| Is this a current or a previous/ended relationship? | Current | Previous/Ended |
| Date relationship began: (Approximate if needed) | | |
| Date relationship ended: (if applicable) | | |

| | | |
|--|-----|----|
| Do you believe the staff member currently has, or previously had, any direct professional responsibilities for you? | Yes | No |
| If yes or unsure please provide any relevant details: | | |
| | | |



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- ☐ I understand that this declaration will be treated confidentially and only shared where necessary to manage potential conflicts of interest or safeguarding concerns.
- ☐ I understand that I will not be disadvantaged or required to change my course, timetable, or programme as a result of this disclosure.
- ☐ I understand that reasonable steps may be taken by the College to ensure impartiality and protect both parties involved.

Student Signature:

Date:

SECTION 2: College Use Only (To Be Completed by Relevant Manager or Safeguarding Lead)

Date form received:

| | | |
|---|-----|----|
| Is a risk assessment required: (if yes please attach to this form) | Yes | No |
| Action Taken: | | |

Staff Members Signature:

Role:

Date:

Please submit this form to the Safeguarding Team via email: Safeguarding@myerscough.ac.uk
If you require any further information regarding this form please contact the Safeguarding Team and a member of staff will be happy to help.