Next of Kin & Emergency Contact Details

These details are required to enable the University to contact the appropriate person in the event of an emergency.  Please note that data held by the University is protected under the Data Protection Act 1998 and will not be shared. We are committed to protecting the privacy and security of your [personal information](https://www.swansea.ac.uk/about-us/compliance/data-protection/staff-privacy-notice/).

**(1):**

|  |  |  |  |
| --- | --- | --- | --- |
| Name: | Click or tap here to enter text. | Relationship: | Choose an item. |
| Full Address: | Click or tap here to enter text. | | |
| Phone (work): | Click or tap here to enter text. | Next of Kin: | Choose an item. |
| Phone (home): | Click or tap here to enter text. | Emergency: | Choose an item. |
| Phone (mobile): | Click or tap here to enter text. | Notes: | Click or tap here to enter text. |

**(2):**

|  |  |  |  |
| --- | --- | --- | --- |
| Name: | Click or tap here to enter text. | Relationship: | Choose an item. |
| Full Address: | Click or tap here to enter text. | | |
| Phone (work): | Click or tap here to enter text. | Next of Kin: | Choose an item. |
| Phone (home): | Click or tap here to enter text. | Emergency: | Choose an item. |
| Phone (mobile): | Click or tap here to enter text. | Notes: | Click or tap here to enter text. |

**(3):**

|  |  |  |  |
| --- | --- | --- | --- |
| Name: | Click or tap here to enter text. | Relationship: | Choose an item. |
| Full Address: | Click or tap here to enter text. | | |
| Phone (work): | Click or tap here to enter text. | Next of Kin: | Choose an item. |
| Phone (home): | Click or tap here to enter text. | Emergency: | Choose an item. |
| Phone (mobile): | Click or tap here to enter text. | Notes: | Click or tap here to enter text. |

***Definitions:***

*Next of kin: This is spouse/child/sibling or parent. In cases whereby there are no dependants (Including spouse) this would be the closest living blood relative.*

*Emergency contact: This is the person who should be contacted in the event of an emergency, this does not have to be the next of kin.*

**Declaration**

By signing this declaration, you will be giving your consent to the processing of the information you have supplied.

I hereby agree and consent to the processing of the information that I have supplied about me.

|  |  |
| --- | --- |
| Name: | Click or tap here to enter text. |
| Signature: |  |
| Date: | Click or tap to enter a date. |