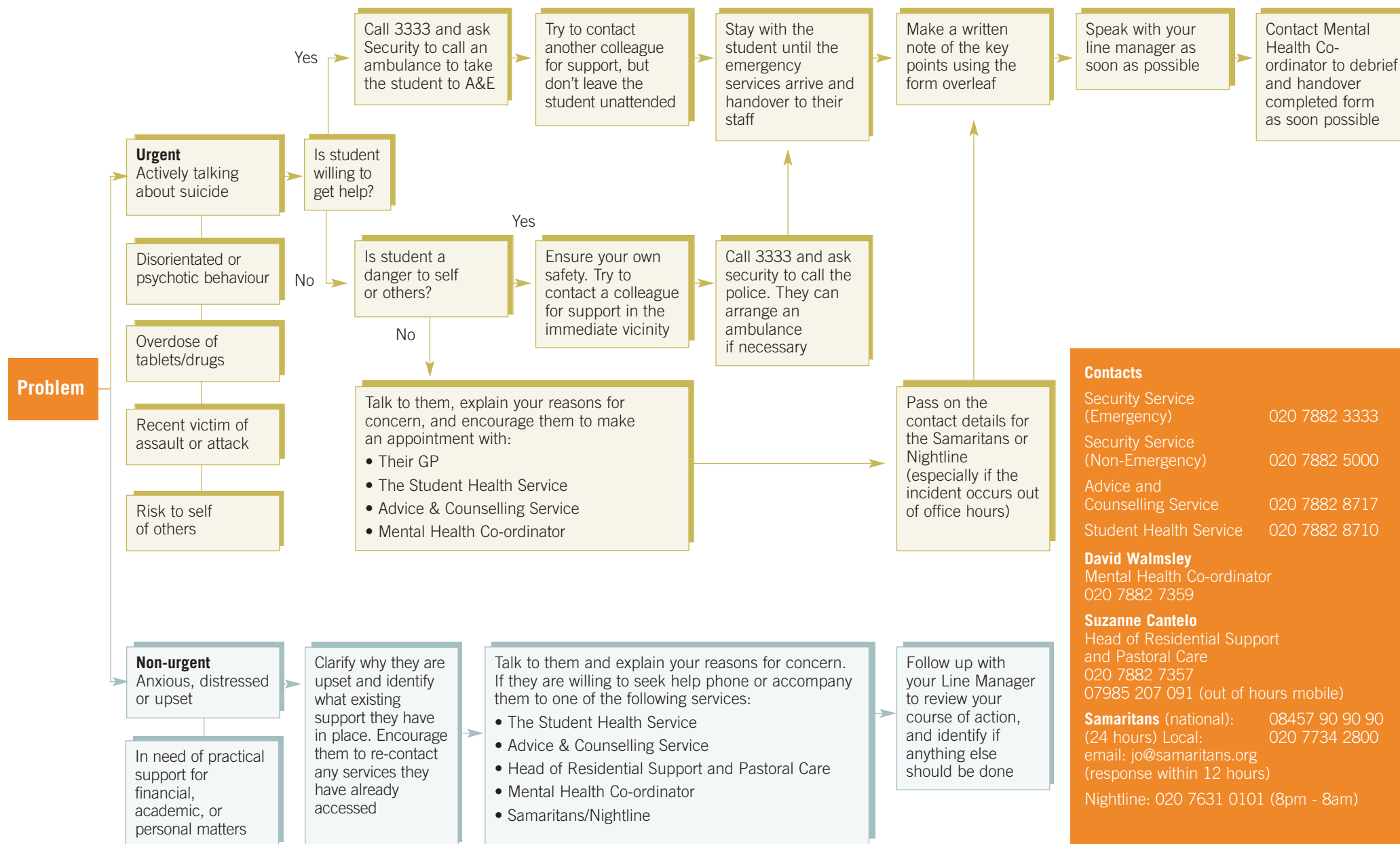


# Quick Guide - Student in Distress



**Contacts**

Security Service (Emergency)	020 7882 3333
Security Service (Non-Emergency)	020 7882 5000
Advice and Counselling Service	020 7882 8717
Student Health Service	020 7882 8710

**David Walmsley**  
Mental Health Co-ordinator  
020 7882 7359

**Suzanne Cantelo**  
Head of Residential Support and Pastoral Care  
020 7882 7357  
07985 207 091 (out of hours mobile)

**Samaritans** (national): 08457 90 90 90  
(24 hours) Local: 020 7734 2800  
email: jo@samaritans.org (response within 12 hours)

Nightline: 020 7631 0101 (8pm - 8am)



# Record of student incident

**Student name:**  
.....

**Student ID no:**  
.....

**Student email:**  
.....

**Student phone number:**  
.....

**Student address:**  
.....  
.....

**Date, Time and Place of incident:**  
.....  
.....

**Date and time referred to Mental Health Co-ordinator:**  
.....

**Name of person making report:** .....

**Work location:** .....

**Contact details:** .....

**Who else has been informed about or is aware of the incident (including Queen Mary staff, students, Emergency Services and family)?**  
.....  
.....

**Breif details of incident (what happened, who was involved, how did you hear about the incident, other relevant info):**  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....

**Please place this form in an envelope marked confidential and return to David Walmsley, Mental Health Co-ordinator, Disability and Dyslexia Service as soon as working hours resume.**

