**Community Project Registration and Consent Form**

**Personal Details**

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Post Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tel No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Age \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Gender: Male/Female

**Ethnicity**
Which ethnic group do you consider yourself to belong to? (Please tick)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| White British |  | Asian/Asian British  |  | Black/Black British  |  | Mixed Ethnic Background |  |
| Other White Background |  | Other Black Background |  | Other Ethnic Group |  | Prefer not to say |  |

**Emergency Contact Details**In the event of an emergency we will contact:

Name: ­­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Post Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tel. No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If we are unable to contact the person above we will contact:

Name: ­­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Post Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tel. No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Photographs, Video Recordings and Voice Recordings Consent**

Hessle Road Network staff may take photographs, voice recordings or video footage, during activities for promotional purposes. These images/recordings may appear in any or all of our printed publications, in newspaper articles or on the radio/TV, in video projects on our web and social media sites or external sites such as YouTube, all of which are public and could be shared.

|  |  |  |
| --- | --- | --- |
| **Images** |  |  |
| May we use your image in our printed publicity such as posters, newsletters, leaflets, annual report etc? | Yes 🞏 | No 🞏 |
|  |  |  |
| May we use your image on web and social media sites we control? (\*\*See online privacy note below) | Yes 🞏 | No 🞏 |
|  |  |  |
| May we use your image on our press releases? | Yes 🞏 | No 🞏 |
|  |  |  |
| May we use your image on promotional and youth project videos, which may be shown on our web site and sites such as YouTube? (\*\*See online privacy note overleaf) | Yes 🞏 | No 🞏 |

|  |  |  |
| --- | --- | --- |
| **Audio Recordings** |  |  |
|  |  |  |
| May we use your audio recordings on web and social media sites we control? (\*See online privacy note below) | Yes 🞏 | No 🞏 |
|  |  |  |
| May we use your audio recordings when promoting the project in the media? | Yes 🞏 | No 🞏 |
|  |  |  |
| May we use your audio recordings on promotional and youth project videos, which may be shown on our web site and sites such as YouTube?  | Yes 🞏 | No 🞏 |

Note

*\* Online Privacy Note: whilst we can remove your image/audio recordings from our own website(s) at your request, once an image/audio recording is published online it is in the ‘public domain’ and may have been copied by other web sites which we have no control over. Where images/audio recordings are put into the public domain, their life is effectively ‘indefinite’ and in the case of the web, effectively global.*

**Data Protection Statement**

We collect your personal information to:

* Plan and provide activities and monitor their take up.
* Protect your health and safety.

We will not use your information for any other purpose than that stated or pass it to anyone else without your permission, unless we are required to do so by law.Your information will be stored securely.

We keep the information you have supplied for seven years after you last attend an activity session, for insurance, health and safety, and safeguarding reasons. After this time, it is destroyed. Photographs and recordings are kept indefinitely but anonymised after seven years since your last contact with us and used to promote our work

You have a right to ask for a copy of the information we hold about you, to ask us to correct any mistakes, and to ask us to delete the information we hold about you (unless there is a legal reason we must keep it). Requests must be made in writing and sent to Julie Robinson, Chief Officer, Hessle Road Network Young People’s Centre, 1 Massey Street, Hull HU3 3LA or email: info@hesslerdnetwork.karoo.co.uk

For further information on how we process, store, and share your personal information please see the Privacy Notice on the Policies page of our website at <http://www.hesslerdnetwork.org/> or request a copy from the Chief Officer.

**Consent Statement**

We must have your consent to take part in our activities. If you choose not to give consent, you will not be able to take part. We would like a written record that you understand and have given your consent, so we ask you to sign this form to this effect. A copy of this form will be issued to you.

You can stop your consent at any time by contacting Julie Robinson, Chief Officer, Hessle Road Network Young People’s Centre, 1 Massey Street, Hull HU3 3LA email: info@hesslerdnetwork.karoo.co.uk

|  |
| --- |
| Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

Hessle Road Network is a company limited by guarantee (No 04360117) registered in England and Wales and a registered charity (No 1097519).

Registered Office: Network Young People’s Centre, 1 Massey Street, Hull HU3 3LA

T: 01482 606077 E: info@hesslerdnetwork.karoo.co.uk