



Youth and Children's Work
Registration and Consent Form
Confidential

PLEASE READ CAREFULLY AND COMPLETE BOTH PAGES OF THIS FORM

Group(s) attended.....

About your Child

Full name.....

Address.....

.....

Postcode..... Date of birth.....

Church attended (if any)

Parents, carers and emergency contacts

Name

Address (if different)

..... Postcode.....

Home tel..... Mobile tel.....

Email..... Relationship to child.....

Alternative contact (in case we can't contact the person named above in an emergency)

Name

Address (if different)

..... Postcode.....

Home tel..... Mobile tel.....

Medical information

NHS number: Doctor: Surgery telephone:

Surgery address:

Are all vaccinations up to date? (tick one) YES NO

Please provide details of any medical conditions, allergies, special dietary requirements or additional needs (include details of any regular medication that your child takes):

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Behaviour and Responsibility

All leaders will treat children with care and respect, and they expect the same in return. Leaders expect children to behave acceptably (depending on age), and as they get older to take increasing responsibility for their actions and possessions.

Photographs and video

Photographs and video are sometimes taken during Ramridge Baptist Church activities. Images are used:

- to help children have good memories of church activities
- in videos or slideshows for use in church events (e.g. Sunday services)
- to let people know about church activities, including on the church website and related social media

Ramridge Baptist Church is committed to safe practice when dealing with images of children. No names or any other personal information, which could enable identification of a child, are used. The use of images is subject to the RBC Photography Policy, Safeguarding Policy and relevant Individual Group Policies, which provide safeguards against misuse of the images. Images are securely stored, and password protected, subject to the legal requirements of the Data Protection Act (1998).

If you do not want photographs and video to be stored and used in this way, please ask us for and complete a 'Photography Opt-out' form. It is not possible to opt out of only some uses of photographs and video because of the practical difficulties this causes for those using material in church publicity contexts.

Privacy

Under Data Protection legislation the Trustees of Ramridge Baptist Church are the Data Controller and the Church Secretary can be contacted on their behalf by ringing (01582) 736312 or emailing iwj.rbc2019@gmail.com. We are collecting this information to enable the church to run our youth and children's work safely and ensure we can contact you (or other nominated adult) in case of an emergency. Data Protection legislation allows us to process this information as we regard it as being in the church's legitimate interest. If you are unable to supply the information requested, then we may be unable to accept your child within our youth and children's work. The information your supply will be held in paper form in a folder which will be kept securely by the main group leader. Only the Ministers, trustees and the group leaders will have access to this information.

Following national guidelines, this information will be kept for three years from the time your child stops being involved in our youth and children's work unless a safeguarding incident or concern is raised in which case it will be held for 75 years.

We will NOT pass on this information to anyone else. You have the right to ask to be removed from this circulation list at any time. If you are concerned about the way your information is being handled, please speak to our Trustees. If you are still unhappy you have the right to complain to the Information Commissioners Office.

Communicating with young people – ONLY COMPLETE FOR YOUNG PEOPLE IN SCHOOL YEAR 7 OR ABOVE

I consent to youth leaders communicating with my child (e.g. about group meeting times) via phone, SMS, email or social media (within the age limits set by different social media platforms), subject to Ramridge Baptist Church's Safeguarding Policy and the relevant Individual Group Policy (IGP).

I give permission for youth leaders to communicate with my child using (tick all that apply):

Home phone: Mobile: Child's mobile number:

Social media: Email: Email address:

Declaration

I consent to my child joining in the normal activities of the Ramridge Baptist Church group(s) named above. (Additional permission may be required for certain activities. E.g. outings including adventurous activities.)

If, in an emergency, the contacts named above cannot be reached, I consent to my child receiving necessary medical or dental treatment (including anaesthetic) when medical staff believe that a delay would be inadvisable.

I consent to receiving information on relevant events and email newsletters containing important information for parents and understand that I may subsequently opt out of receiving them.

Parent/Carer's signature Date / /