

# Information and consent for event/activity



WE DISCOVER, WE GROW

**Girlguiding**

**Name of event** \_\_\_\_\_

**Part I - to be completed by the leader. The parent/carer\* should retain a copy of all the information in Part I.**

Please return this form to \_\_\_\_\_ (name)

By \_\_\_\_\_ (date)

Proposed activity(ies)

Location \_\_\_\_\_

Start date and time \_\_\_\_\_

Finish date and time \_\_\_\_\_

Cost \_\_\_\_\_ Travel/transport information \_\_\_\_\_

☐

This is a large-scale event (where over 100 participants are present).

Please tell your unit leader if you DO NOT wish photos/videos of your child to be taken at this event.

Additional information

*Continues on next page* ►

**Part II - to be completed by the parent/carer of participants aged under 18.**

**This form can be returned electronically.**

Participant's full name \_\_\_\_\_

Participant's membership number \_\_\_\_\_ Age at start of event \_\_\_\_\_

Unit name \_\_\_\_\_

Please provide details of any disabilities, health or access needs (including allergies) that are relevant to this event.

Please provide any extra information that will help us make the event accessible for your child (e.g. dietary requirements, requirement for a prayer space).

If the event includes water activities, can the participant swim 50 metres? Yes ☐ No ☐

**NOTE:** Please label any medication with your child's name and provide clear instructions for its use. If applicable, ensure that a spare, clearly labelled inhaler or EpiPen is brought to the event to be held by the first aider.

**Emergency contact**

Please give details of a person who will be contactable at all times during the event/activity.

Name \_\_\_\_\_

Telephone 1 \_\_\_\_\_ Telephone 2 \_\_\_\_\_

Email \_\_\_\_\_

Address \_\_\_\_\_

How do they know the participant? \_\_\_\_\_

**Consent**

I give permission for my child (*named overleaf*) to take part in \_\_\_\_\_  
(*event/activity*) and for the medication noted here to be administered (if applicable).

Parent/carer's name \_\_\_\_\_ Date \_\_\_\_\_

\* Where the term parent/carer is used, this refers to the adult that has legal responsibility for this child.

**What will you do with my data?**

It's simple. We need the information you share with us to run our exciting activities and to satisfy our legal responsibilities. We'll keep it safe for as long as your child is an active member.

We promise we'll only share your information if:

- you ask us to
- the law requires us
- in order to comply with our policies so your child can enjoy an activity safely
- it's in the public interest

Don't worry - we'll never sell your data or share it for any other reason.

Girlguiding is the registered data controller\* for all our members' personal information, both in the UK and around the world.

Want to find out more about how we use your information - and your rights?

Visit [www.girlguiding.org.uk/privacy-notice/](http://www.girlguiding.org.uk/privacy-notice/)

\* The organisation that manages and looks after your data