**CHILDREN’S Consent for Personal Data to be held and used by Downton Baptist Church**

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| **Type of Contact** | **Children and Youth work** | | | | | | | | | | | | | | | |
| **Personal Data** |  | | | | | | | | | | | | | | | |
| **Name of child** | Click or tap here to enter text. | | | | | | | | | | | | | | | |
| **Date of birth** | Click or tap here to enter text. | | | | | | | | | | | | | **School Year**  Choose an item. | | |
| **Name of Parent** | Click or tap here to enter text. | | | | | | | | | | | | | | | |
| **Address** | Click or tap here to enter text. | | | | | | | | | | | | | | | |
| **Telephone number (s)** | **Home** | | Click or tap here to enter text. | | | | | **Mobile** | | | Click or tap here to enter text. | | | | | |
| **Email Address** | Click or tap here to enter text. | | | | | | | | | | | | | | | |
| **I give my consent for my child to leave the church on their own to walk home** | **Yes**  **No** | | | | | | | | | | | | | | | |
| **I give my consent for my child and my, name, address, phone numbers and email address to be HELD by DBC.** | **Signature Date** | | | | | | | | | | | | | | | |
| **Email Consent** | | | | | | | | | | | | | | | | |
| **I give my Consent for Email Address to be HELD and USED by DBC to contact me.**  **(Please tick)** | **Children’s Group**  **Email List** | | | | | |  | | **Congregation Email List** | | | | | |  | |
| **Signature Date** | | | | | | | | | | | | | | | |
| **Photo Consent** | | | | | | | | | | | | | | | | |
| **I give my consent for photographs to be taken and stored by DBC. To be used in displays and to used on our Church Website. (Please tick)** | **Take photo and hold** | | |  | | **Use photo in displays** | | | |  | | **Use photo on website** | | | |  |
| **Signature Date** | | | | | | | | | | | | | | | |
| **Medical Consent** | | | | | | | | | | | | | | | | |
| **Doctors address and telephone number** | | Click or tap here to enter text. | | | | | | | | | | | | | | |
| **Details of medical conditions or allergies (food and medicine).**  Click or tap here to enter text. | | | | | | | | | | | | | | | | |
| **I confirm we will not attend the church if anyone in the household is displaying symptoms of COVID-19 or has been told to isolate.** | | | | | | | | | | | | |  | | | |
| **In the event of an accident, I give my permission for any necessary medical treatment to be given by the nominated first aider and consent for hospital treatment, including anaesthetic.** | | | | | **Signature Date** | | | | | | | | | | | |

*Downton Baptist Church, South Lane, Downton, SP5 3NA. Registered Charity: 1131186*

**Downton Baptist Church: Keeping in touch**

**PRIVACY NOTICE**

Under Data Protection legislation the church Charity Trustees of Downton Baptist Church are the Data Controller and can be contacted by ringing 01725 512971 or emailing office@downtonbaptist.org.

We are collecting this information to enable the church to run the Church Children and Youth groups 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 will be unable to accept your child at our Church groups.

The information your supply will be held in paper form in a folder which will be kept in a securely locked cupboard in the church office. Only the Ministers and the Church group leaders will have access to this information.

The forms will be destroyed once the group has finished unless you have ticked the box asking us to keep you informed about future activities we think your child might be interested in attending. If this is the case we will retain your details for the sole purpose of notifying you of such events. 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 Data Protection Trustee. If you are still unhappy you have the right to complain to the Information Commissioners Office.

**CHURCH EMAIL LISTS**

If you would like to be included on any of the following email circulation lists please indicate overleaf

**Children’s Group Email List:** This is for the Group Leader to contact you about the group your child is attending.

**Congregation Email list:** This is for members and regular attenders and others connected with the church. It is used to provide information about events and activities which others might be interested in.

If you are happy for your details to be included please indicate where asked to do so overleaf. You can ask for all or any of your details to be removed (or amended) at any time.

**SAFEGUARDING**

We take our responsibilities for Safeguarding seriously and a copy of our policy is displayed in the foyer.

**COMPLETING THE FORM: Please read carefully**

* Everyone aged 16 or over will need to complete a form.
* Completed forms should be returned to the Church office or group leader.

*Children and Youth work: Updated: October 2020*