

WITNEY TOWN YOUTH COUNCIL



Consent Form

This form must be completed and signed by the parent/guardian of a young person under 18, or by the young person if 18

Young person's name:

Date of Birth:

Email address:

(please see the privacy statement on p3)

Please give any details of any medical condition (eg diabetes, epilepsy etc/or allergies/intolerances):

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Date of last tetanus injection:

Name and address of parent/guardian (for emergencies)

Name:.....

Address.....

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Post code:.....

Home telephone number:.....

Alternative telephone number:

Email address.....

(please see the privacy statement on p3)

Parent/guardian declaration

I give permission for my child to attend meetings of Witney Youth Council and to join in with and undertake activities as resolved by the Youth Council or Witney Town Council.

I agree to staff of the Witney Town Council giving my child's emergency contact details to the emergency services in order to gain permission for any treatment or medication considered necessary to be administered.

I agree to inform the Witney Town Council in the event of any changes relating to the information on this form during the young person's time as a youth representative.

I have ensured that the young person named on this form understands, as far as reasonably possible, that it is important for their safety and the safety of the group as a whole that any rules and instructions given by staff in charge are obeyed.

I understand that the Witney Town Council is not responsible for supervising travel to and from the venue.

I understand that while the Witney Town Council staff are in charge they will take all reasonable care of the young people and unless they are negligent they cannot be held responsible for any loss, damage or injury suffered by any child arising during the Witney Town Council or Witney Town Youth Council events.

CONSENT

Parent / Guardian / Young Person (if 18) signature this must be signed by hand rather than typed:

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Date:.....

Parent / Guardian printed name and relationship to young person:

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PHOTOGRAPH CONSENT

I CONSENT to Witney Town Council taking photographs of my son/daughter for promotional purposes. These images may appear in our printed publications, on video, on our website, or on all three. (To comply with the Data Protection Act 1998, your permission is required before we take photographs).

Signed:

Date:.....

Our Contact Information

Please keep this page of contact information for your own use.

Important contacts

Our Youth Council meets here in the Town Hall Chamber :

**Town Hall
Market Square
Witney
OX28 6AG**

MAIN SWITCHBOARD

01993 704379*

Polly Inness

Communications Officer and Lead Officer for the Youth Council.

01993 777828*

Polly.inness@witney-tc.gov.uk

Nicky Cayley

Democratic Services Officer

Sets the agendas with chair of the YC and sends reports, minutes and summons members to meetings

01993 777822*

nicky.cayley@witney-tc.gov.uk

The Corn Exchange

Many of the YC events take place here

01993 702309*

***Please note these phone numbers are only manned during office hours Monday– Friday. Additional contact numbers will be available when supervision is required at YC events. Contact one of the numbers above to obtain these.**

PRIVACY STATEMENT:

***The Witney Town Council collect this data in accordance with the General Data Protection Regulations to ensure you can be informed of activities and opportunities as part of your role as a Youth Councillor. As well as making sure relevant consent (e.g. parental, medical and photographic) is obtained and so we're able to best support you during the programme. The information will be stored on secure UK based servers for the duration of your involvement in the program, after which it will be deleted. In the event that your information needs be shared with a 3rd party we will seek prior permission.**

***No information supplied on this form by parent/guardian or Youth Councillor will be retained once the Youth Councillor has ceased to be a member of the Witney Youth Council**