



# Parental Annual Consent Form

**About our GB company:** This section is to be completed by the company

Company: 219 <sup>th</sup> Donacloyne Presbyterian Girls' Brigade	
Captain/leader-in-charge of Section: Lesley McClelland/Elizabeth Moffett	
Section: 3-5s [ ] Explorers [ ] Juniors [ <input checked="" type="checkbox"/> ] Seniors [ ] Brigaders [ ]	Day Section meets: Wednesday
Section times: Start time: 7.15pm Finish time: 9.00pm	(NB. supervision provided during these times only)

**Child/young person's details:** To be completed by an adult with parental responsibility\*

Is your daughter a:	New member [ ] Returning member [ ] Transferring from another company [ ] (name of previous company)	
Child's name:	Date of birth:	
Home address:	Church attending for weekly Sunday School, Bible class etc.:	
Name of GP:	Name of GP practice:	GP Tel. no:
Details of any known medical conditions, allergies, disability etc. eg. asthma, diabetes, epilepsy, ASD and any medication being taken (inc. dosage and frequency):		
1. Will she carry the medication whilst at GB? Yes [ ] No [ ] 2. If unwell, is she able to administer the medication herself? Yes [ ] No [ ] <b>IF NO:</b> Do you give permission for the leader-in-charge/first-aider to give her this medication? Yes [ ] No [ ]		
Any other relevant special needs, requirements or directions that would be helpful for leaders to know eg. needs visual aids:		
<b>Emergency Contact 1*</b> (must be a parent/carer**)		<b>Emergency Contact 2</b> (please seek permission before sharing details)
Name: .....		Printed name: .....
Relationship to child: .....		Relationship to child: .....
Tel. day: ..... Tel. eve: .....		Tel. day: ..... Tel. eve: .....
Mobile: .....		Mobile: .....
Email: .....		
*For company purposes only: Can the named GB company occasionally contact you by phone / text / email with general information and reminders? Yes [ ] No [ ] please tick as appropriate		

**Note to Captain:** To be in line with GDPR best practice, GBNI recommends that all annual consent forms are destroyed annually, however, photo consent must be retained for child protection purposes. Therefore, before you destroy this form, please check if your company has taken, used and/or stored images of the named child during this GB session. If images have been taken, please detach the below slip and keep it in a safe place for future records.

✂ -----  
**Photo Consent:** To be completed by adult with legal parental responsibility for the child\*

During the time your daughter spends at the named GB company or if she attends GBNI activities, photographs/video may be taken. These images may be used for general church purposes (eg. church website, noticeboard, church/GB Facebook page etc.) and used by GBNI for promotional purposes to include internal and external publication and online services (eg. GBNI website and associated social media sites). GBNI safeguarding policies regarding the use of photographs/videos will be followed. This section will be held by the named GB company and may be shared with GBNI if requested.

1. I have read the above statement and agree to the terms of use. Therefore, I give consent for photographs and/or video recordings of my child (named below) to be taken and used by GBNI and by the named GB company.

Child's name:.....	Printed name:.....Relationship to child:.....
GB company name:.....	Parents/Carers* signature:..... Date: .....
Child's age at time of signing:.....	

**Consent:** Consent must be provided by an adult with parental responsibility\*

**COMMUNICATION – Seniors/Brigaders only**

Over the GB session, leaders may use the below methods to get in touch with your daughter regarding activities within her section. Such use will be limited to communication about Girls' Brigade activities only.

Text [ ] Email [ ] WhatsApp [ ] Other [ ] *Company should specify here:* .....

Do you consent to your daughter being contacted by leaders as indicated above? Yes [ ] No [ ] please tick as appropriate

If different to Emergency Contact 1, please supply the mobile number/email address you wish the company to use to contact your daughter.

Mobile: ..... Email: .....

**FIRST AID/EMERGENCY TREATMENT**

In the case of an emergency, leaders will do everything possible to contact the parents.

In the event of illness or accident, having parental responsibility for the above named child, do you give permission for first aid to be administered where considered necessary by a trained first aider, if available or medical treatment to be administered by a suitably qualified medical practitioner. Yes [ ] No [ ] *please tick as appropriate*

**CHILD PROTECTION POLICY**

The named GB company follows a Child Protection Policy and has procedures in place to safeguard all children in its care. Please verify that you have received a copy of the Child Protection Policy for Parents and that you are aware that you can speak with the Company Captain to see the full Child Protection Policy at any time. Yes [ ] No [ ] *please tick as appropriate*

**INTIMATE CARE TREATMENT**

The named GB company follows the GBNI Intimate Care Policy and has procedures in place to provide intimate care to all children in its care, if necessary. In the event of an incident where the above named child may need to be provided with intimate care, do you give consent for a suitable leader to follow these procedures and give the most appropriate care available to the named child? Yes [ ] No [ ] *please tick as appropriate*

**DATA CONSENT**

Please read the following DECLARATION STATEMENT and only sign if you agree with how the stated personal data will be used.

The data collected on this form is held for the sole purpose of the named GB company with exception of photo consent which may be shared with GBNI. The data is used for the administration and management of the named GB company and data is processed on behalf of the church it represents and should follow the church's data protection policies in line with GDPR. No personal data should be shared with a third party without prior written consent. Written consent will be kept securely on file by the Company Captain/Acting Captain or Correspondent for as long as indicated on the church's retention policy. However, GBNI requires the form to be reviewed and updated annually. If the form is no longer required it should be destroyed appropriately. Only statistical information is shared with GBNI that forms part of the GB Company Annual Return, no individual identifiable data is shared.

All members have the 'right to be forgotten' and can request the GB company to clarify what details have been stored about them. However, due to any potential child protection, health and safety or security issues, information may need to be retained, if the church deems this necessary. If you wish to understand more about how GBNI collects and processes data to be compliant with GDPR, please refer to <https://gbni.co.uk/privacy-policy/>. Also you can ask the named GB company for guidance on how to access the church's data protection policies.

**Consent To Participate** – By signing this form, I permit my daughter to participate fully in the activities at the named GB company. All details provided on this form are as accurate and up to date as possible.

**Data Consent** - In line with GDPR, by signing this form, I agree to the named GB company to only use the data enclosed on this form for the purpose it is intended for this activity. I understand that once the form is no longer required it will be destroyed appropriately.

Printed name: ..... Relationship to child: .....

Parents/Carers\* signature: ..... Date: .....

**If the named child is aged 13 or over she must consent to her personal data being used.**

Childs signature:..... Date .....

**It is essential that you inform leaders of any important changes to the details given on this form during the year eg. telephone numbers.**