



### Consent and Indemnity Form

Please ensure that this form is completed (ALL SECTIONS) and that you sign BOTH sections A and B. Please note that for learners under the age of 18 on 31<sup>st</sup> August 2020, parents /guardians must also sign both sections A and B.

#### Personal Details of Learner:

Your Full name	
Learner ID: (can be found on enrolment letter)	
Your Date of Birth (DD/MM/YYYY):	
Course Title	

#### Next of Kin:

For reasons of safeguarding, you MUST provide the name, address and telephone number of the person(s) to contact in an emergency, and an alternative in case of difficulty with contacting the first address.

Name:		Name:	
Address:		Address:	
Telephone:		Telephone:	
Relationship to you:		Relationship to you:	
Telephone:		Telephone:	
Email:		Email:	

#### Section A:

#### Enrichment Activity Consent (inc. medical details and indemnity)

**To be completed by all learners before participating in a College off-site activity including work placements, or enrichment activity.**

Contact details of GP where you are currently registered:	
Please give details of any of the following vaccinations received: (As an advisory note only, Public Health England recommend that learners attending college for the first time should be vaccinated against MMR, Tetanus and Meningitis/septicaemia (MenACWY vaccine ) before they arrive). Please contact your GP ( <b>not College</b> ) for further details)	
Vaccinations:	
Do you suffer from any medical or mental health condition or any allergies?	YES/NO
If the answer to the above is YES, or if you think there is anything else we should know, please give details:	

**Please note, we need the information above to make sure the college medical insurance remains valid, (not applicable to work placements as these are covered by their own public and employee liability policies)**

During their time at college, learners may be required to attend off-site college activities. The College will take all reasonable and necessary precautions to ensure the welfare and safety of all participants. At all times during such activities, learners are subject to college policies and must conduct themselves so as to bring credit to themselves and the College.

All participants will be covered by insurance taken out by the College for the duration of the activity. The participant or, if he/she is aged under 18, his/her parent or guardian, hereby undertakes to indemnify the College in the event of any loss or damage whatsoever caused by the participant during the activity, and to reimburse the College for any expenditure incurred by the participant.

**The College has the right to refuse participation by the learner in any off-site college/work placement activity if this form is not fully completed and signed.**

- I confirm that the above details are true to the best of my knowledge and belief.
- I hereby consent to the above named learner participating in activities relevant to his/her course whilst at Askham Bryan College and I understand and agree to the terms of the indemnity set out above.
- I hereby consent to the Group Leader to authorise urgent medical treatment, should it be deemed necessary in any emergency, and in the event of my express consent being immediately unobtainable.
- I understand that under certain circumstances the College may disclose to my employer/work placement provider, certain medical information that is relevant to the placement.

**Signature of Learner:** ..... **Date:** .....

**\*Signature:** .....

**(\*to be signed by Parent/Guardian for those learners under 18)**

**Section B: Photo Consent**

Askham Bryan College (including Newton Rigg College and other campuses) would like to take your image (photo/or video) for promotional purposes. These images may be sent out to the media with a press release, used for marketing materials and/or on the College websites and social media channels. Names may be used in the publication of images. In some circumstances we would also like to share your personal data (images or photographs of you) with other select project partners. We will not use the images taken, or any other information you provide, for any other purpose without your consent.

**I agree to allow Askham Bryan College to take photographs/video/images of me and grant permission for these to be used by the College and its project partners to promote the College**

**Signature of Learner:** ..... **Date:** .....

**\*Signature:** .....

**(\*to be signed by Parent/Guardian for those learners under 18)**

## Privacy Notice

**Askham Bryan College is required under the General Data Protection Regulation (GDPR) and the Data Protection Act 2018 to provide you with details of why we collect your personal data (which includes any images or photographs of you), what we do with it, who we share it with and how long we intend to keep it.**

Askham Bryan College will keep this information for up to 5 years from when you complete your course, after which it will be destroyed. At all times your personal data will remain within the EEA unless you are usually resident overseas and we have to contact you outside of term time.

By signing this document, you agree to Askham Bryan College processing your personal data in this way. You also understand you can withdraw your consent for this processing and or for the retention of this information at any time.

For further details as to your rights in respect of how Askham Bryan College uses and processes your personal data please go to <https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/> The College's data protection policies are also available at <https://www.askham-bryan.ac.uk/the-college/college-policies>

If you have any concerns about how your data will be used, you can contact the College's Data Protection Officer at [judith.clapham@askham-bryan.ac.uk](mailto:judith.clapham@askham-bryan.ac.uk) or if necessary complain to the [www.ico.org.uk/global/contact-us](http://www.ico.org.uk/global/contact-us).