

## Kinda Education

### Consent form to record & store personal information

To be safe and safe guarding we need to record your details. We may need to share them with professionals and agencies, for example next of Kin or medical doctors. This may include personal and sensitive data. Kinda Education understands how important it is to you that your details are stored securely and only shared, with your consent, to relevant organisations who can support.

To comply with current regulations (Data Protection Act 2018), we must ask your permission to store, process and share your personal and sensitive data for the purpose of supporting you.

You will be asked to sign a consent form before any information is shared, and you will be advised how we are storing the data, who we are sharing it with and why.

You can withdraw your consent for us to store, process or share your details at any time.

In exceptional circumstances, Kinda Education does have a duty to share information without your consent:

- If we suspect an adult or child is at risk of harm or may have suffered harm; or
- For the prevention or detection of crime.

The information you provide us will be stored in electronic form on our Kinda Education store (Basecamp).

By providing consent, you will be giving Kinda Education permission to record, store and process information about you, for the following purposes:

- To enable us to provide you with an individualised information, advice, and support.
- To provide anonymised data for the purposes of research & statistical monitoring.

By providing consent for to use photographic images (video and stills) you are giving permission for us to use on our social media for recording or publicity purposes only.

If you would like to withdraw consent for your information to be shared, we will amend your details on our systems and no further information will be shared. Please be aware that your data may have been shared with organisations you previously consented to.

## Kinda Education - Consent form

What	Complete	Check
Name		
Address		
Telephone No		
Email		
Emergency Contact1 - next of kin		
Emergency GP contact		
<b>Any medical notes, including allergies?</b>		
Accessibility information: Do you need a special type of chair? Do you have any problems accessing the wood along wood track paths?	Details here:	Y N
Equal Opportunities: If it's ok with you please give your age, gender, ethnicity, religion, sexuality, disability/impairment	This is voluntary information. Details here:	
<b>Permissions</b>		
I give Kinda Forest School permission to take photographs of me (this may be used in Social Media or our web pages)		Y N
I give Kinda Forest School permission to take video of me (this may be used in Social Media or our web pages)		Y N
I grant Kinda Forest School rights to use the images resulting from the photography/ video filming, and any reproductions or adaptations of the images, for fundraising, publicity or other purposes to help promote Kinda Education's education		Y N
In the event of an emergency, I authorise Forest School Leaders to share the above information and consent on my behalf to any medical treatment prescribed by a qualified doctor/ paramedic		Y N
Date		
Signed		