Privacy Notice and Consent Form (to be signed by parent or legal guardian)

GDPR 2018

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| **Name of Organisation – Befriend a Child**  **Address 9 Bon Accord Square Aberdeen, AB11 6DJ**  **Data protection officer name – Andi Watson** |  |  |

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| **Consent for information about your child to be recorded and shared** | |
| **About us and what we do** | Befriend a Child provides volunteers to support children and young people by introducing them to community based activities twice a month for a few hours each time |
| **Why we will hold information about your child** | We hold information about your child to allow us to provide the best support possible and to understand what progress your child is making. |
| **What information we will collect about your child** | We will hold personal details about your child, their age, what their interests are, and where they go to school. We will record this information to find the best volunteer for your child.  Information about your child’s outings, when they take place, what activities they shared and how your child is progressing will also be recorded.  We may also hold information about your child’s behaviour and what other adults think about your child’s wellbeing. |
| **Who we will share this information with** | Normally, the information will be held and used only by Befriend a Child support staff and the Operation Manager but there may be times when we are requested to share information from Education, Social Work and Health and other agencies interested in your child’s wellbeing. If we feel your child is at risk at any time this information will be pass to Social Work.  At times, we may wish to include information about your child in case studies but would never use your child’s real name. We will always ask for permission before doing so. |

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| The reasons why this information is going to be recorded and shared, what is being recorded and shared, and who it may be shared with have all been fully explained to me by Befriend a Child.  I also know that I can ask to see the information held about my child, and withdraw my consent at any time.  I agree to Befriend a Child recording and sharing my child’s information as described above.  Name of child:  Name of parent or guardian giving consent:  Signature:  Date: |