

www.aspirenorth.co.uk

**ASPIRENorth Schools for Higher Education Programme**

**Programme Permissions Form**

Your son/daughter, or child in your care has been selected to be part of the **ASPIRENorth Schools for Higher Education** programme. They will undertake a planned programme of activities and support, with at least four engagements for each year group, each year. We will work with them along with the staff at the school, on our programme which will involve:

* personal development and action planning;
* college/university tasters;
* residential experience and (**Separate forms will be sent out for residential trip)**
* one to one support.

Some of these activities will take place within the school environment and some will take place outwith the school but within your local community.

We would like your permission to allow your son/daughter, or child in your care, to take part in all aspects of the **ASPIRENorth Schools for Higher Education** programme including the sharing and use of information in an anonymised form.

**Please complete Sections 1 & 3 on this form.**

**Section 1**

**Please tick one of the boxes below**

**I consent to the young person in my care to take part in all the activities on the ASPIRENorth Schools for Higher Education programme.**

**I do not consent to the young person in my care to take part in all the activities on the ASPIRENorth Schools for Higher Education programme.**

**Section 2**

**ASPIRENorth staff may take photographs and film video footage during this programme of activities** t**o help us keep a record of pupil progress and to use in our publicity materials.** Pupils can give explicit consent for this through our pupil agreement, see www.aspirenorth.co.uk/privacy-notice

**PRIVACY NOTICE**

**USE OF PERSONAL INFORMATION**

 ***What information do we collect about you?***

We collect personal information directly from you, your son/daughter or child in your care and

 their school at the beginning of ASPIRENorth engagement and as necessary to administer

 participation in the **ASPIRENorth Schools for Higher Education** programme.

***How do we use the information about you?***

 Personal information which is supplied to us may be used in a number of ways, for example:

* To communicate with you and/or, to offer support throughout your son/daughter, child in your care’s involvement with the ASPIRENorth programme
* To ensure emergency procedures are in place for activities
1. Participants names & health status, parent/guardian names and contact information may be shared with an HE Institution staff member in case of emergency during residential activities.
2. In order to administer our programme we will post letters and forms to you. From time to time we may wish to contact you directly with additional information.

If you agree to being contacted directly with information on events your son/daughter, child in your care will be involved in, please tick all the relevant boxes

 Phone E-mail SMS Post

**How do we maintain the security of your information?**

Any personal information collected in regard to you will be held, electronically and on paper, in a secure and confidential way. Access is limited to staff of ASPIRENorth and partners we share information with as outlined above.

We will not disclose any information to any other company without prior consent.

You have the right to request a copy of the information that we hold about you and to have any inaccurate data removed or corrected. If you would like a copy of some or all of your personal information please contact us.

I understand that **ASPIRENorth** willcompile, store and use data relating to me as above.

#  Please sign and date below to show that you fully understand this and agree to these

#  terms.

**Signed \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ Date: \_ \_ \_ \_ \_ \_ \_**

**Print name: \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_**

**Contact telephone number: \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_**

**Child’s name: \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_**

**School: \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_**

**Relationship to child: \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_**

**For further information on how pupil data is used please see our pupil privacy notice at www.aspirenorth.co.uk/privacy-notice**

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