

Action For Children – Worcestershire

Consent Form: Bouncing Back



Who we are:

Action for Children is a leading children's charity providing local services for children, young people and families. We want you to be happy with the information you give us and understand how it is used. Please read our leaflet 'Our commitment to you keeping your information safe and secure'. Action for Children and other Action for Children Group Companies are the data controller(s) for the information you give us.

What information we collect about you:

While you use the services of Action for Children, Action for Children may collect the following information about you:

- Personal details such as your and/or your children's name, date of birth, address and referral information
- Assessments
- Service Plans or Reviews
- A running record of our contact with you and/or your child
- Letters, including e-mail, text or other types of electronic communication
- School attended
- SEND information

Using your personal information:

Action for Children will only use your information with your agreement, for the following reasons:

- To support you and monitor your progress;
- To check the quality of the service we provided to you;
- To meet our legal obligations.

Who we might share your information with:

We will share some of the above information about you with the following organisations

- *NHS Worcestershire*
- *Schools*
- *Social Care*

How long we keep your information:

We only keep your information as long as we need to; the law expects us to keep your information for 6 years

Any questions or complaints:

If you want to ask

- what information Action for Children holds about you,
- to correct information,
- withdraw your consent or

- make a complaint or ask any other question in relation to your information.

Please contact someone at your local service or the

Information Governance Officer at ask.us@actionforchildren.org.uk

Action For Children,
3 The Boulevard,
Ascot Road,
Watford WD18 8AG.

If you are unhappy with our reply to a complaint or want to find out more about data protection and your rights or to make a complaint visit the Information Commissioner's Office at: www.ico.gov.uk

Your agreement with Action for Children:

I agree to the use of my personal information as described on this form.

I do not agree to the use of my personal information.

Please sign and add your details below to show that you have completed the form either for yourself or for a child or young person you have parental responsibility for:

Your Name:

Your Signature: _____ Date: _____

Child's ethnicity (please select from the options below):

White

- British
- Irish
- Gypsy or Irish Traveller
- Any other White background

Mixed/multiple ethnic groups

- White and Black Caribbean
- White and Black African
- White and Asian
- Any other Mixed/multiple ethnic background

Asian

- Indian
- Pakistani
- Bangladeshi
- Chinese
- Any other Asian background

Black

- African
- Caribbean
- Any other Black background

Any other background, write here

If your child has a disability, please give details below:

(The child or young person whose data is going to be used (processed) should sign this form wherever possible.)

A parent or guardian should usually only sign the consent form on behalf of the child or young person where the child or young person does not have understanding of what it means to exercise their rights under the General Data Protection Regulation. (Generally, children aged 12 or under will often not have sufficient capacity to sign the consent form, therefore, a parent or guardian should sign on their behalf, but each individual, their abilities and the type of personal information that AFC is going to process should be considered independently.)