

Dear Recipient,

Please read the terms and condition carefully, signed at the bottom and return to a member of HYA.

You can also post or visit us at the Locality Hub at 2 Penzance Court, Bradford, BD8 8PS.

Thank you

Faithfully,

HYA Team

## **Part B** **Terms and Condition**

All information supplied will be treated as confidential. We will not share your personal details with any third parties.

- Young person details may be shared with other agency if we feel the participant is at risk.
- Information may be shared with partners in joint projects, however a separate consent form will be given to participants.

It is important that you fill in the all the section of the registration form accurate as possible. Failure to inform us of any medical issues could endanger the safety and welfare of the participant. The organisation cannot be held responsible if information has not been shared.

### **Photographs:**

At times the Organisation may wish to take photos or videos of the group or individuals. We will ensure that the photos are safe and respectful and used solely for the purposes for which they are intended. The photographs may be used in the following manner: Displays, promotion, celebration, magazines, newspapers, posters and leaflets. Photos may also be displayed on HYA social media pages, such as web, facebook etc. Please indicate if this is acceptable to you.

Yes

NO

### **Transportation:**

HYA does not provide transportation for weekly activities; therefore, all parents are requested to cater for their own child's transport. Occasionally we do provide transport. Parents/ carers will be informed by phone or latter.

They may be occasions when your child is involved in planned and structured activities such as a trip to the Theme Parks, bowling or participating in a fund-raising event. The Organisation will have collected appropriate information in preparation for the activity (e.g. about the journey, the children's various needs and helper skills), identified any potential risks or dangers, minimized the risks and dangers by careful planning and precautions and make sure we know who is responsible

for putting precautions into place (E.g. who will carry the First Aid kit). This process is called a risk assessment.

**Consent of Parent or guardian**

I give consent for my son/daughter to participate in Hollings Youth Association’s activities and agree to the t & c outlined above. I accept that it is my responsibility to inform Hollings Youth Association directly of any changes to the details recorded in the registration form.

**Signature:**

**Full Name:**

**Date:**