



## **GDPR - Personal Data, photos and video Consent**

Fairfield Trust ensure that personal information is secured confidentially and shared only with key staff (such as Care staff). This is to ensure that we are acting in the best interest of the supported adults that we support.

All data received is handled in accordance with the requirements of the GDPR and Data Protection Act 2018. Further information on how we use personal data is provided in our Privacy Notices, which can be found on our website. You are able to ask to see your records at any time.

Please complete the consent form below and return to Pathways Team via email, [pathways@ffc.ac.uk](mailto:pathways@ffc.ac.uk) or please hand completed forms into Fairfield Reception in a sealed envelope with the relevant person's name on.

Consent will be obtained from parent if the young person or supported adults are deemed to not have capacity.

### **Please complete and return to the Pathways Service**

- I understand that Fairfield Trust will keep all personal information on file for the duration of the placement at Fairfield to allow the service to support the needs of my son/daughter.
- I understand that Fairfield Trust will keep all personal information on file for the duration of the placement at Fairfield to allow the service to support my needs.
- I understand that once the placement has ended, personal information will be retained in line with the Trust's Retention Policy.
- I understand and give consent for my personal data to be processed in order to enrol my son/daughter into the college or Pathways service.
- I understand and give consent for my personal data to be processed in order to enrol myself into the college or Pathways service.
- In the legitimate interest of the young person / supported adult, Fairfield Trust will take and use images and recordings in order to provide evidence to awarding bodies, commissioners, inspectors and I consent to these images/recordings to be used as evidence of achievement for assessment purposes.
- I give consent for Fairfield Trust to use images and recordings as part of advertising and social media posts.
- I give consent for Fairfield Trust to use my images and recordings to share on various platforms Fairfield Trust.
- Consent will be obtained from learners prior to the sharing of information/images.
- I understand that I/young person/Supported adult can withdraw consent at any time by emailing [Fairfieldpathways@ffc.ac.uk](mailto:Fairfieldpathways@ffc.ac.uk) or communicating this in person.
- This consent form does not replace consent being obtained and given in the moment.



01373 823028



**Name and Signature of young person/ supported adult**

**Name** ..... **Signature**..... **Date**.....

**Name of Parent/Carer and signature**

**Name**..... **Signature** ..... **Date**.....

Please refer to the individuals/Parent Privacy Notice <https://ffc.ac.uk/apply/>

If you require a more easy read version, please contact a member of the Pathways team.