**Diss Youth Group**

**Membership Record: January 2024 - December 2024**

|  |  |
| --- | --- |
| **Member Details:** | |
| Full Name: | Date of Birth: |
| Address:  Postcode: | Young person’s email: |
| Young person’s Number: | Male / Female / Other  *(please circle)* |

|  |  |
| --- | --- |
| **Important information – must be completed** | |
| Medical conditions / allergies / other useful information: | |
| **Who would we contact in an emergency or for other information?** | |
| Name: | Relationship to you:  Parent / carer / other |
| Their telephone number: | Their email: |

|  |
| --- |
| **Ground rules set by the group members:** |
| * Respect the staff, the building, the equipment and each other. * Look after yourself, and make sure you and others are safe. * Join in the programme activities, and help others to do the same * Follow all Health & Safety rules stipulated * Have fun! |
| **Club Policies:** |
| * The membership is only open to young people in Years 6, 7, 8 and 9 * An entrance fee will be charged – this relates to the programmed activity and food * This group is run on a drop-in basis; however we expect young people to attend for the whole session. Although young people may leave, they will be verbally encouraged to stay. * This Youth Group and venue is drug, alcohol, and tobacco free. No energy drinks. * This group accepts no responsibility for members’ property e.g., mobile phones * All staff and young helpers are appropriately trained and vetted. |

|  |
| --- |
| I agree to abide by the rules of Diss Youth Group, and to behave responsibly. If I do not, I understand that I may be asked to leave and could lose my membership of Diss Youth Group.  **Signed:……………………………………………………… Date:…………………………………** |

|  |
| --- |
| Diss Youth Group is usually held fortnightly a Wednesday evening, term time between 7pm and 8.30pm. However, on occasion this may change. You will be informed of any changes. |

|  |
| --- |
| **Data Protection Act 1998** |
| The information provided will be stored and used for the administration and delivery of this youth group and for no other purpose. All personal information will be held in the strictest confidence. It will not be made available to any third party other than those directly concerned with this youth group. This information will be held for a maximum period of one year after leaving the group. You may withdraw consent at any time. |

**Diss Youth Group**

**Parent / Carer Consent Details**

|  |
| --- |
| ……………………………………………………… is attending Diss Youth Group and has completed the membership form. Please can you check these details and add / amend as necessary. We also need you to read the statements below, sign the form and return. Many thanks. |

|  |
| --- |
| * I am willing for my child to attend Diss Youth Group and related activities. * I fully understand that while the supervisory adults in charge of the group will take all reasonable care of the young people, neither they, nor MTM Youth Services CIC, can necessarily be held liable in respect of loss or damage to property or injury suffered by my child arising out of attending the youth group, unless such loss, damage or injury results from the negligence of Diss Youth Group, MTM Youth Services CIC, its staff or volunteers. * I agree to my child / ward receiving medication if instructed and any emergency dental, medical or surgical treatment, including anaesthetic or blood transfusion, as considered by the medical authorities present. |
| **I confirm that I have parental / carer responsibility for this young person.**  **Signed:……………………………………………Relationship:…………………………………..**  **Print Name:……………………………………………………Date:………………………………** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Photography**  During the course of the project there may be opportunities to publicise some of the activities that the young people are involved in. This may well involve filming or photographing young people for use in local media, or for our own purposes such as displays, website, Facebook and publicity brochures. Photography or filming will only take place with the permission of the Lead Youth Worker and under their supervision. If filming or photography is to be carried out by the news media, this will only be authorised by the Lead Youth Worker and young people will only be named if there is a particular reason to do so (e.g. they have completed a specific activity or achieved an award). Home addresses will never be given out.  I understand that images may be taken of the above-named young person as follows:   * By the local media in covering programme activities that show the programme and young people in a positive light (participating in activities, sports, prize-giving’s, etc.) * By photographers acting on behalf of the programme for use in displays and publicity materials. (Images will be used for a maximum of two years and will then be destroyed).  |  |  |  | | --- | --- | --- | | Having read the statement above, do you give your consent for photographs or other images to be taken and used (please **tick** the appropriate box) |  | **YES,** I give my consent for picture to be taken and used | |  | **NO**, I do not give my consent for pictures to be taken and used |   ***NB*** *There may be other circumstances, falling outside the normal day to day activities of MTM Youth Services CIC, in which pictures of young people are requested. The Lead Youth Worker recognises that in such circumstances specific consent from parent or guardian will be required before they can permit photography or filming of young people.* |

Should there be any amendments to this form after it has been handed in, please contact the Youth Worker immediately.