

**GOSFORTH AMATEUR DRAMATIC SOCIETY
CHILD PROTECTION PROCEDURES – APPENDIX 2**

REGISTRATION FORM FOR GADS PARTICIPANT OF COMPULSORY SCHOOL AGE (U~16)

After reading the GADS Child Protection Policy and Procedures, please complete one copy of this form (legibly) for each participating child, noting that it will cover all activities during the GADS year – Youth Theatre Group, Summer Workshop, Pantomime etc.

GADS Membership Year May 2018 to May 2019

Child's Name		Date of Birth	
Name of Parent or Guardian		Telephone number	
Parent / Guardian's Address			
Alternative (emergency) contact name		Telephone number	
Name of GP		Location / Tel Number	
Do we have your permission to take your child to a doctor or hospital in an emergency if we are unable to contact you?			
During the Year (May to May) will the child be involved in any other production (other than a school production)? If so, please specify.			
For safety reasons, we ask that children are delivered into and collected from the hall, not its car park or the road.			
Who will be collecting the child after the session?			
We do not normally allow children to go off the Public Hall premises while in our care. An exception to this is during the lunchbreak of the Summer Workshop week, for example to go to the shop. Please record (tick) any permission in the space below.			
Child can go to the shop alone	Child can go to the shop accompanied by other children	Child cannot go to the shop at all	
Does the child have any medical conditions of which we need to be aware (e.g. asthma)?			
Details:			
Does your child have any allergies which need special care, or which might lead to your child needing emergency treatment (e.g. nut allergy, bee stings, severe hay fever)?			
Details:			
Does the child have any special dietary needs?			
Details:			

Continuation and signature overleaf

Is there any other information we might need to know about your child in order to meet their needs or keep them safe?

Details:

Photography and Video permissions

Sometimes we take photographs or make video recordings of children taking part in our productions. We may use these images in any printed publications that we produce, on our website, or in our social media accounts, but subject to the conditions stated below. To comply with data protection legislation, we need your permission before we can photograph or make any recordings of your child.

May we use your child's photograph in programmes and any other printed material that we may produce for promotional purposes?	
May we use your child's image on the GADS website and in our social media accounts?	
May we include your child's image in any video recording of a performance for distribution to members and patrons of GADS only?	

CONDITIONS OF USE

1. A new permission will be sought for each GADS membership year (May to May).
2. We will not video record a production unless video permission has been obtained for all participating children.
3. We will review any photographs taken by GADS and delete / destroy any featuring a child for whom photographic permission has not been obtained or was denied (so that it is not used inadvertently in the future).
4. If permission is given, photographs or recordings may be used at any time in the future.
5. We will not use the personal details or full names (which means first name **and** surname) of any child or adult in a photograph on our web site or in any of our printed publications.
6. We will not include personal e-mail or postal addresses, or telephone or fax numbers on our web site, or in any of our printed publications.
7. If we use photographs of an individual child, we will not use the name of that child in the accompanying text or photo caption.
8. If we name a child in the text of any article or cast list, either printed or on our web site, we will not use a photograph of that child to accompany the article or cast list.
9. We may use photographs with very general labels, such as "the cast of Aladdin".
10. We will only use images of children who are suitably dressed, to reduce the risk of such images being used inappropriately.
11. We will not distribute copies of any video recordings made of any of our performances to anyone other than members and patrons of GADS.

Before signing below, please make sure you have read the GADS Child Protection Policy and Procedures. By signing, you will be confirming that you have read, agree with and will comply with them.

Parent's or guardian's signature:	
Date	

After completion, please return this form as soon as possible to:

Youth Theatre Group Director / Summer Workshop Leader / Pantomime Director etc as appropriate
or to any GADS Committee Member.