

Buckingham Youth Clubs Ltd

Buckingham Youth Centre, London Road

Buckingham. MK18 1AS. Tel: 01280-821477

Email: office@buckinghamyc.org.uk

Web: www.buckinghamyc.org.uk

(Co. Reg. No.07723088. Reg. Charity No.1148623



Dear Parent / Guardian,

YOUR PERSONAL INFORMATION

On 25 May 2018 the General Data Protection Regulations (GDPR) comes into force. These new laws affect all organisations holding personal information about individuals, including Charities (therefore our members, parents and friends who support us) which governs our obligations and your rights regarding this information.

Importantly, the new regulations require us to obtain your written permission to continue to hold and use personal information about your son(s)/ daughter(s) and about you as a Parent or Guardian

They also give you the Right to request a copy of what we hold about you and, should you so choose, that we delete it.

The only change is that from May 25th the law requires us to have your consent in writing to hold your data and to advise you of your rights relating to it.

Unfortunately if you do not consent (by completing the slip below and returning it to us) it will no longer be possible for us to hold or use your information. We require this information for the health and well-being of our members and as such treat it as a condition of our membership.

We do greatly value all our members and their families / guardians, so would certainly not wish such a situation to arise. However, if we continued to hold your personal information without consent, even if only to correspond with you, we would be acting illegally.

We do not share this information with any other body or organisation unless we believe there is a legal or medical reason to do so. We will be publishing our data and retention policy on our website once it has been ratified by Buckingham Youth Club's board, this will be at the end of June. This will be found at:

www.buckinghamyc.org.uk/DataPolicy/

If you have any enquiries before it is published please feel free to send them to office@buckinghamyc.org.uk.

We look forward to receiving your consent.

Kingsley Allen (Youth Club Manager)

MY CONSENT is given to **Buckingham Youth Club** on DATE:

PRINT NAME:

SIGNED:

For personal information about my son(s)/ daughter (s) and me as defined in the PRIVACY NOTICE to be held and used until further notice as follows (please mark one or more boxes)

To administer my son/ daughters membership of Buckingham Youth Club and its business where personal to me, also to send me general information about the activities of Buckingham Youth Club.

Parents Name _____

Members name/s _____

CONFIRM CONTACT DETAILS FOR THE FUTURE

	Preferred method of contact?
Email	
Mobile	
Home phone	

PLEASE RETURN

- By hand to: *a member of staff at your next meeting of Buckingham Youth Clubs.*
- OR By post to the address on the previous page;
- OR By email (quoting text above) to: office@buckinghamyc.org.uk
(A copy of this form is available from www.buckinghamyc.org.uk/DataPolicy/)