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| **General Data Protection Regulation**  **Consent Form**  **TO BE COMPLETED AFTER READING THE PRIVACY STATEMENT** |
| 1. **What is Consent?** |
| Consents means that you give us permission to record and use the information you give us to contact you.  **Why do I need Consent?**  We need you consent to comply with the General Data Protection Regulation. BRAVE・Nottingham sets a high standard for consent. This is to build trust, and offer you genuine choice and control over how we use your information (sometimes called ‘data’)  **You do not need to consent**, but it my effect the services you can access. For example, if you would life to attend or join a workshop or group, we would need to pass your name to the workshop tutor/facilitator.  We will only take the minimum required amount of information from you (basic details). In this case it would be your name, address and contact telephone number. |
| 1. **Privacy** |
| **The Legal reasons we have for processing your data:** |
| 1. To make a decision regarding eligibility for different projects 2. To provide support and guidance to women 3. To allow analysis of anonymous data for operational and evaluation purposes 4. To keep you informed |
| **Sharing your data** |
| We will not share any of your personal information with funders or any other organisation without your written or verbal permission. Where you have given us your permission, you are free to withdraw it at any time.  Everything you tell us will be treated in confidence **unless**   * The information indicates a serious risk to yourself or another person * A serious threat is made to a third party or it is noted that a child may be at risk * Disclosure is required be law or is necessary in the public interest   **You are able to review this consent at any time.** |
| **Storage, retention and deletion** |
| Your details are stored electronically on our database and on paper, which is stored in locked filing cabinets.  Your details will be deleted from our database and files:   1. If your have not engaged with us for 2 years   From counselling purposes records will be held for 6 years  Please note that some funders require us to keep information for us to 20 years  If you withdraw your consent. You can do this in any of the following ways:   1. Letter to The Data Controller, BRAVE・Nottingham 2. In person, over the phone or via email at brave20@gmail.com |
| 1. **Preferences** |
| We sometimes need more than just your basic details to refer you to other agencies. For example, if you would like support with your finances, we would need information about your income and outgoings. If there is a particular agency that you do not want us to refer you to please identify it/them here:  …………………………………………………………………………………………………………………………………………………………  I agree to be contacted by BRAVE・Nottingham via :   * Telephone (enter tel no) ……………………………………………………………………………….. * Email (enter email address) ………………………………………………………………………………… * Text/SMS (enter mobile no) ……………………………………………………………………………….. * Letter (entre address) ……………………………………………………………………………….. * Message on home phone (entre tel no) ……………………………………………………………….. * Message on mobile phone (entre tel no) ……………………………………………………………… * Do you agree to have your photograph taken for publicity ………………………………….. * I am aware that I can review my consent at any time ………………………………………….. |
| **Privacy Statement** |
| * I have read and understood the Privacy Statement   (there is a copy of the Privacy Statement on our Facebook and Website urbrave.com) |
| **Name** (Capital. Print) | |
| **Signature**  | |
| **Date**  | |
| 1. **Monitoring Information** (optional) |
| This information can be useful when we are applying for funding for new projects ~ It shows funders the geographic areas that we are reaching women from, their ages, backgrounds and experiences. |
| **Date of Birth** | | **Postcode** | |
| **Ethnicity** (your ethnic background) |
| …………………………………………………………………………………………………………………………. |