

COMMUNICATIONS CONTRIBUTION CONSENT FORM

Here at Barnardo's we support children across the UK with our essential services, campaigns and research, thank you for helping us. If you have any questions about this form or about how to fill it in, please speak to your contact at Barnardo's e.g. your project worker or contact in the marketing team. They will be happy to help you and will give you an opportunity to ask questions.

Barnardo's produces a range of communications resources to tell people about the work that we do, about our services and to raise money for our work. We like to share the experiences of real people who are using our services in our communications as it helps to demonstrate the difference our work is making. By completing this form, you give us permission to use any information that you provide; these are collectively referred to as the "contribution".

When you give your contribution, you will be given a card with the details of how to get in touch with us if you would like to discuss any aspect of your contribution or to withdraw your consent (if you choose to at a later date).

Details of child/ young person/ adult sharing contribution:

Full name			
Address			
		Postcode	
Telephone			
Email			

What will my contribution be used for? (Please tick the options you are happy with)

Presentations: For people working inside and outside of Barnardo's

Websites: Barnardo's website and intranet (our staff website)

Social media: Barnardo's social media pages and social media advertisements which may include: Barnardo's pod cast, Facebook, Twitter, LinkedIn, Instagram, Pinterest, YouTube, Vimeo and Snapchat

Publications: Barnardo's leaflets, reports, posters, newsletters and other advertising and marketing materials

Print and online media: National (across the UK), regional and local papers; magazines and news sites

Television and radio: National and regional television; national, regional and local radio

Fundraising Appeals: direct mail, emails and social media posts to help raise funds towards Barnardo's work

The contribution provided by you will be:

- stored and used for up to a period of three years, unless you choose to withdraw your consent;
- used to promote or advertise the aims of Barnardo's through the channels which you have agreed we may use;
- kept securely and only shared with our suppliers or partners who we work with to deliver and improve services; and
- (It may also be) made available for members of Barnardo's professional and services teams or for our fundraisers to use.

Your consents may be changed or withdrawn at any time by notifying Barnardo's in writing. When you give your contribution, you will be given a card with the details of how to withdraw your consent, if you choose to at a later date. You should however be aware that, once information related to your contribution is placed on the internet, we do lose a degree of control over the distribution, retrieval and/or removal of the information. This could mean that even if we stop using that information it is possible that it may still be available on the internet. We also cannot control what kinds of comments a contribution may be subject to on social media. Please keep this in mind when providing your consents above.

We will never sell your details and or share them with third parties unless Barnardo's is required to do so by law or if we believe there is a risk to harm.

Each time we would like to use your contribution, we'll get in touch with you to check that you are happy for us to use it. We'll also explain what we'll use it for. We will do this to make sure that your contribution remains accurate and feels appropriate.

Can I remain anonymous?

You can choose to have your real name published or remain anonymous (in which case, we will use a false name). Please tick one of the following options:

I am happy for my real name to be used I do not want my real name to be used

Are there any identifying features you do NOT want included in our communications? *For example, your location or the age of you or your children* _____

Additional Information

The reason we ask these questions, is to ensure we have a diverse mix of people in all of the Barnardo's content. Please write in the space provided or tick 'prefer not to disclose'. **This information is for internal purposes only.**

Age _____ Prefer not to disclose

Ethnicity _____ Prefer not to disclose

Gender _____ Prefer not to disclose

I am happy to give my permission

Please sign this form to show you are happy to give permission for your contribution to be used by Barnardo's for the purposes outlined above. Information related to your contribution will not be used or stored for any longer than three years, unless you ask us to stop using it before then.

Signature Date

If you are under 18, we need written permission from a parent, guardian or responsible adult.

Signature of parent/guardian Date

Please return your completed form to your case worker or Barnardo's contact. Alternatively you can email it to consentforms@barnardos.org.uk. Thank you.

If you have any questions about the form, please contact your case worker or contact at Barnardo's.

Data protection: Barnardo's values your support and promises to respect your privacy. The data we gather and hold is managed in accordance with GDPR and the Data Protection Act 2018. We will not disclose or share personal information supplied by you without your consent, unless we are required to do so by law or we believe there is a risk of harm. You can see our full Privacy notice here: www.barnardos.org.uk/privacy-notice