

# Calderdale Council Bikeability Consent Form



## National Standards Level 2

To be completed by parent / carer. Please complete and return back to school

Please give information as fully as possible. The information is for instructors and group leaders and will be strictly confidential to them.

| Details  |                            |             |  |
|--|----------------------------|-------------|--|
| Child's name:  |                            | Year Group: |  |
| Date and time of course:   |                            |             |  |
| Medical information  |                            |             |  |
| Please give details of any disabilities / special needs / learning needs:  |                            |             |  |
| Recent injuries or illnesses e.g. back strain, flu:  |                            |             |  |
| Medical conditions and any medication e.g. asthma, epilepsy, diabetes, allergies (e.g. penicillin):  |                            |             |  |
| Bikeability DFT demographic data   |                            |             |  |
| Gender:  | Eligible free school meals |             |  |
| Ethnicity:   |                            |             |  |
| Cycle & helmet   |                            |             |  |
| Your child will need a working bike & helmet that fits them.   |                            |             |  |
| Parental / carer consent   |                            |             |  |
| <ul style="list-style-type: none"> <li>I consent to any emergency medical treatment should it be deemed necessary by a qualified medical practitioner. (In the event of an emergency every effort will be made to contact you).</li> <li>I approve of my child participating in the controlled training on public roads.</li> <li>I understand that if the instructor judges that my child is not able to undertake the training in the manner prescribed to ensure their safety, and /or that of others, they will be returned back to school.</li> <li>I will ensure my child is suitably dressed for the weather conditions on the day and apply sun block if necessary. It is advisable to provide a drink and snack.</li> <li>I consent that my child is allowed to use the hand sanitiser provided by the instructors.</li> <li>I have read all the course information.</li> </ul> |                            |             |  |
| I declare that the information on this form is correct to the best of my knowledge and that if any changes occur before the training, I will inform school. We realise that some circumstances are unforeseen and your child might not be able to attend. We ask that you give us as much notice as the course costs £40 per child.  |                            |             |  |
| Name:<br>Parent / carer  |                            | Date:       |  |

Privacy Notice – Bikeability Holiday Courses. Calderdale Council of Town Hall, Crossley Street, Halifax, HX1 1UJ is registered with the Information Commissioners Office (ICO) under the provision of the Data Protection Act 2018. The following personal information will be collected:

School year group

The following special category information will also be collected:

- Health Information relating to child attending the course
- Gender and ethnicity of the child attending the course
- Eligible for free school meals

We collect and hold the personal information listed above, along with health information about the child attending the course, for the purposes of admitting the child onto the course, to ensure the course is run safely and to confirm the child's consent to be on the course.

Gender, ethnicity and free school meals data are collected as a condition of receiving Bikeability grant funding we are required to report demographic data for pupils attending the training. This will enable the Department for Transport (DFT) to identify and deliver targeted interventions to those under-represented groups and reach the goal of being able to offer Bikeability to every child by 2025. Gender ethnicity and free school meal data are sent to the DFT are sent on an anonymised basis. For further information please see the DFT Bikeability Trust's Privacy statement [here](#).

### **The lawful basis for the processing your data**

The lawful basis we rely on for processing your personal information is: Article 6(1)(a) – your consent to process the information for the purposes stated. The lawful basis we rely on for processing special category information is: Article 9 (a) explicit consent

You may withdraw this consent at any time by writing to Steve Pullan, Public Health Team, floor 2a, Princess Buildings, Halifax, HX1 1TP.

In addition you have the right to see what information is held about you, to have inaccurate information corrected, to have information removed from our system unless we are required by law or a statutory purpose to keep it and the right to complain to the Data Protection Officer (DPO) if you feel that your data has not been handled in accordance with the law. The Council's DPO is Tracie Robinson and can be contacted at [information\\_management@calderdale.gov.uk](mailto:information_management@calderdale.gov.uk) –

You also have the right to lodge a complaint with the Information Commissioner's Office at [www ICO.org.uk](http://www ICO.org.uk)