

Parental/Guardian Consent

This form should be completed by parents/guardians once a student or students have been allocated places at a regional heat. Please ensure that this form is completed, signed, scanned and returned via email by **Friday 14 November 2014** to:

HSBC2014Competition@britishcouncil.org

HSBC British Council Mandarin Chinese Speaking Competition 2014/2015
Regional Heat London 5 December 2014
Regional Heat Newcastle 10 December 2014
Competition Final London 9 February 2015

The information contained in this Parental / Guardian Consent form will be kept confidential and shared with British Council staff and representatives of partner organisations only on a “need to know” basis. If you do not fully understand any of the following questions/statements, require further information or wish to discuss any of your answers, please contact the team organising the event immediately at: **HSBC2014Competition@britishcouncil.org**

These questions are not designed to exclude your child. The intention is to ensure that you are fully aware of the arrangements for the programme, any special risks or concerns and that we are aware of any extra support that may need to be put in place for your child. The information you provide will help us in ensuring the safety and welfare of your child at all times.

Medical consent

In the event of illness, having parental responsibility for the named child, I give permission for medical treatment to be administered where considered necessary by a nominated first aider, or by suitably qualified medical practitioners. If I cannot be contacted and my child should require emergency hospital treatment, I authorise a qualified medical practitioner to provide emergency dental, medical or surgical treatment, including anaesthetic or blood transfusion, considered necessary by the medical authorities present.

Audio Visual and Text Consent

The British Council would like to use your audio-visual materials (including any video, photographs, or audio), case study and/or comments for the purpose of promoting British Council activities. This form explains how this material may be used, and asks for your permission to use your information in this way.

How your information may be used

Using your information for promotional purposes may include placing your material in our publications, on our websites and in other published materials. We may also pass your material to any of our overseas offices, media outlets, or to trusted third parties, such as delivery partners, for these purposes.

As the British Council is an international organisation, promoting British Council activities may involve the global distribution of our publications and promotional materials as well as placing your material on our websites that are accessible worldwide.

The British Council may edit this content for operational and editorial reasons. This will not be to the detriment of your character or reputation.

Child protection

I have been made aware that the British Council has a child protection policy and is committed to ensuring the safety of my child by having:

Staff code of conduct;

- Recruitment policy;
- Speaking out policy;
- Risk assessment;
- Disciplinary procedures;
- A designated person for child protection.

Data protection

The British Council is committed to ensuring that any information gathered in relation to this event meets the specific responsibilities as set out in the Data Protection Act 1998. We store the above information on your child for a maximum of 12 months and then securely destroy it.

Your Rights

Under the UK Data Protection Act 1998 you have the right to ask for a copy of the information we hold on you, for which we may charge a fee, and the right to ask us to correct any inaccurate information. For more details please contact your local British Council office or the Data Protection Team: dataprotection@britishcouncil.org . If you later decide that you do not want your information to be used for promotional purposes, please contact your local British Council office.

1. DECLARATION

1. I hereby give consent to my child to take part in the above mentioned event, including activities in **China (Prize winners' trip)**
2. I agree that he/she will be under the authority of, and responsible to, the British Council organising team.
3. I confirm that my child will be able to go for a China trip if awarded the first prize at the Competition.
4. I confirm that my child has been learning Mandarin at school only, had not been educated in China or a neighbouring country where Mandarin is spoken and has not lived in a Chinese speaking country for any duration, nor paid regular visits to a country where Mandarin is spoken.

2. ESSENTIAL INFORMATION

Child's Full Name			
Address			
Personal Information	Date of Birth:	Age:	Gender (M/F):
Contact numbers and email addresses. <i>Please provide us with contact details of two relatives/guardians to be contacted in case of an emergency.</i> <i>We will always refer to the first person mentioned on this form as a main contact.</i>	Name		
	Relationship to Child		
	Telephone Number		
	Email Address		
	Name		
	Relationship to Child		
	Telephone Number		
	Email Address		

3. MEDICAL INFORMATION *please provide all relevant details, using a separate sheet if necessary.*

Details of any known special dietary requirements.	
Details of any known allergies.	
Details of any medical condition and treatment required.	
Any other special needs, requirements, directions, that would be helpful for us to know about.	

Parental/Legal Guardian Consent Signature

I confirm that all details are correct to the best of my knowledge and I am able to give parental consent for my child to participate in the event and travel to all activities.

I will inform the organising team if there are any important changes to my child's health, medication or needs and also of any changes to our address or phone numbers given between the date this form is signed and the beginning of the event.

Print Name <i>Please place your full name here</i>	
Signature of Parent/Legal Guardian <i>Please place your hand-written signature here</i>	
Date	

Contact telephone number or email address (*We will only use these details to contact you if there is a query about this form.*)

Audio, Visual and Text Consent Signature

By signing this form you agree that we may use your child's materials for the stated purposes, and consent to any global transfer and distribution that may involve. If you **do not** sign this form we will not use your child's materials.

Parent/legal guardian: I have read the above and consent to the use of my child's information as stated.

Name Of Child		Age of Child	
Name of school and town child attends			
Print Name <i>Please place your full name here</i>			
Signature of Parent/Legal Guardian <i>Please place your hand-written signature here</i>			
Date			

Please complete and return by Friday 14 November 2015