

# CONSENT FORM (FOR THOSE OVER 18)

# GHYLL HEAD

Outdoor Education  
& Activity Centre

Name	Male/Female:	DOB:
Organisation:		
<b>1. VISIT TO GHYLL HEAD OUTDOOR EDUCATION CENTRE</b>		
Course Dates From:	To:	
<input type="checkbox"/> I agree to taking part in the above-mentioned visit (Please tick)		
<b>2. MEDICAL INFORMATION</b>		
Do you suffer from any conditions requiring medical treatment, including medication?		
<input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, please specify .....		
.....		
Have you been in contact with or suffered from any contagious or infectious diseases in the last 4 weeks?		
<input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, please specify .....		
.....		
Are you allergic to any medications?		
<input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, please specify .....		
.....		
Have you received a tetanus injection in the last 10 years?		
<input type="checkbox"/> Yes <input type="checkbox"/> No		
Please outline any special dietary requirements		
.....		
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.....		
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### 3. DECLARATION

I agree to receiving any emergency dental/medical treatment or surgery, including anaesthetic or transfusions, as considered necessary by the medical authorities present. I understand the extent and limitations of the insurance cover provided.

### Next of Kin Contact

Home:

Work:

Address:

.....

.....

If not available at the above, please contact:

Name:

Telephone Number:

Address:

.....

.....

### 4. GDPR STATEMENT

Ghyll Head collects the information on this form to ensure the safety and wellbeing of course participants.

We will not share the information with anyone - except medical professionals in the event of a need for treatment, or in the event of a reportable accident with the Health & Safety Executive.

The information will be securely stored at the centre during the course and afterwards all documents are destroyed. In the event of an accident or incident information provided on the medical consent form along with any incident reports will be kept for the time required by the Limitation Act 1980. (I.e. 7 years for adults, until a young person reaches the age of 25.) Paper copy is kept on site in secure storage; any digital copy is kept on our server with restricted access.

If you wish to access the personal information that we hold you should contact the Head of Ghyll Head Outdoor Centre on 015394 43751 or email [ghyllhead@gll.org](mailto:ghyllhead@gll.org)

The General Data Protection Regulation (GDPR) comes into force in May 2018. Ghyll Head is managed by Greenwich Leisure Ltd. Below is our statement of compliance which covers all Greenwich Leisure Ltd. services for your records.

As a data controller for your organisation we will ensure that:

- Data is processed in a fair, transparent and lawful manner
- Data is only processed for the reasons for which we have been contracted as a supplier
- Data will always be held in accordance with the General Data Protection Regulation
- Data is transmitted safely and securely to comply with GDPR
- Data is not shared with third parties unless we have a lawful reason for doing so
- Data held about individuals is not kept for longer than necessary for the purposes required
- Personal data will be disposed of in line with GDPR principles and Greenwich Leisure Ltd's retention guidelines after it has served its purpose
- We will make information available to your organisation to demonstrate our compliance with the GDPR obligations in our contract, and allow you or a third party instructed by you to conduct audits and inspections in relation to GDPR

Greenwich Leisure Ltd' confirms that we will comply with the above.

Greenwich Leisure Ltd privacy policy: [www.better.org.uk/privacy](http://www.better.org.uk/privacy)

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