Activities and opportunities for

8-19 year olds

**Essential registration form for IYSS contracted organisations**

**Includes important information and data protection act statement**

**IYSS registration form 2014/15**

Event/activity name:

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| Name of activity (to be completed by organisation) Easter holiday multi sports sessions  |
| Name of contracted organisation: Sport Works(to be completed by organisation) |
| Venue of this registration:(to be completed by organisation) Colne Valley High Sports Centre |
| Date of registration:(to be completed by organisation) |
| **Participant Details**Full Name: |
| Date of birth:(We need to know your age as some activities have age restrictions) |
| Gender: Male Female(If you tell us your gender, we can tell you about any boys or girls only activities we run) |
| Ethnicity (Optional)Asian/Asian British - Asian/Asian British - Asian/Asian British -Bangladeshi Indian PakistaniAsian/Asian British - Black/Black British - Black/Black British -Any Asian background African CaribbeanBlack/Black British - Chinese Mixed - White andAny Other Background AsianMixed - White and Mixed - White and Other Mixed Back- Black African Black Caribbean groundWhite - British White - Irish White - Traveller ofIrish HeritageWhite - Any Other Roma/Roma Gypsy Any Other EthnicBackground GroupRather not say(Some of the organisations we receive funding from require this information in order for us to run the activity) |

|  |
| --- |
| \*Address |
| Postcode: |
| Home phone: |
| Mobile phone: |
| Email address: |
| Do you have any disabilities / medical conditions or are taking any medicines whichmay affect your participation in any of our events and activities? For example allergies, asthma, eczema. |
| **Emergency contact details**Emergency contact name: |
| Emergency contact telephone: |
| Relationship to young person named: |
| **Additional Info (Optional)**Are you in: Employment/school/college |
| Name of school/college (if applicable): |
| How do you get to the project? |
| How long will it take you to get here? |

\* We need your postal address so that any documents that are of importance to you and your taking part in IYSS can be mailed where this is necessary for legal or other reasons.

**Statement of Consent – by completing and signing this form, you agree to the following**

1. I confirm all the details on the form are correct.

2. I am aware these schemes are **open access**, which means attendees are free to come and go, and that they may include sports, recreational, arts and craft, advice information and guidance, health and food related projects.

3. I know of no medical reason why I should not take part in any activities, other than any detailed on the form.

4. I understand that there will be access to computers and the internet (with appropriate blocks and filters in place).

5. I understand that it is my responsibility to advise the contracted organisation if any of the information given on the form changes.

6. I understand that it may be necessary for IYSS to share my information with other council services or partner agencies if a safety or safeguarding issue arises when at an IYSS event/activity.

7. I understand that on occasion, activities may take place away from the main

centre at safe, suitable venues to allow greater choice of activity.

8. I understand that information may be shared in order to participate in any rele- vant accreditations/qualifications.

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| **In addition, please circle the relevant answer below:**During IYSS activities, photographs and video footage will be taken. | **Yes** | **No** |
| May we use any photographs/videos/audio recordings of you in ourpromotional materials (printed and online)? (Personal identification will not be shown.) |  |  |
| Some IYSS events are run by local partners and community organisations. Are you happy for us to share your information with them to enable you to take part in these events? | **Yes** | **No** |
| The event at which you are registering is being provided by local organisations under contract with IYSS. Are you happy to receive information from them about non-IYSS events/activities they may run? | **Yes** | **No** |
| I would like to receive information about future IYSS events and activities by post. | **Yes** | **No** |
| I would like to receive information about future IYSS events and activities by email. | **Yes** | **No** |
| I would like to receive information about future IYSS events and activities by text/SMS. | **Yes** | **No** |

Signature ……………………………(Young Person) Date ……………………..

Signature ……………………………(Parent/Guardian) Date ……………………..

**IYSS registration form 2014/15**

**IYSS registration information 2014/15**

IYSS want to ensure that children and young people have access to a wide range of events and activities. To do this, we often contract local organisations to provide suitable events and activities on our behalf. All of these contracted groups have been carefully chosen and screened to ensure that they are providing a high quality and safe level of service.

Like us, our contracted organisations give a high priority to the safety of the children and young people attending their events and activities. To ensure that IYSS and the organisation can effectively ensure your safety, all children and young people must register using this form.

Registration is free and you only need to register once to take part in any activities run by IYSS across Kirklees throughout the year. By registering at an event/activity run by a contracted organisation, you may also be able to access other opportunities that they offer not associated with IYSS. If you are under

16 years of age, you must get your parent/carer to also sign the form.

**Important Information**

 IYSS activities are usually open access which means that young people can attend as and when they wish.

 Every effort is made to watch over children and young people - they are asked to inform staff when they wish to leave activities - open access schemes allow young people to attend freely. Parents/carers can help make sure children and young people co operate with staff.

 Parents and guardians still have ultimate responsibility for the whereabouts or behaviour of their children. If you have queries about

your child’s attendance or behaviour, please speak to the supervisor on

site.

 Sessions are held at various settings. Some have very good facilities and are easily accessed while others may be held in a park, play area, multi-court or recreation field. If you have any questions about shelter, access or toilet facilities please contact us.

 Supervision levels on these schemes can be as low as 1 adult to 30 young people. Should any individuals require more care please discuss

with the session lead, or contact us.

 Children and young people in IYSS sessions are able to use open access computers (with appropriate safeguarding blocks and filters in place) at our clubs and mobile units.

 For more information, please contact:

Integrated Youth Support Service, 2nd Floor, Somerset Buildings, 10

Church Street, Huddersfield HD1 1DD, Tel: 01484 225285

**Please note:** If you choose to attend any future events or activities run by the organisation named that are not for an IYSS contracted event, they will not be covered by the council’s insurance and you must satisfy yourself that you are happy with their safety and safeguarding procedures as they may be different from those stipulated for an IYSS contracted event.

**Data Protection Act 1998**:

The information you provide to Kirklees Council on this registration form is used to ensure that IYSS events and activities meet the needs of the children and young people in Kirklees. We use it to evaluate past activities and to develop suitable new events and activities.

Some IYSS activities are run by local partners and community organisations on behalf of IYSS. In these situations, we share your information with these providers. If an event/activity is not run on behalf of IYSS, we will not share your information.

IYSS do not share your personal information with other council services or partners other than as stated, unless for a clear safety or safeguarding reason.

For the purpose of the Act the contact is The Information Access Team, Crown Court Buildings, Princess Street, Huddersfield, HD1 2TT (tel: 01484 221000, email: data.protection@kirklees.gov.uk)