

Dear Parent, Guardian or Carer

An exciting opportunity has arisen for our Year 5 students to take part in a *Be the Change* programme in Chichester.

The programme is predominantly for year 9 students to support young people on their journey and open their eyes to the world of work and the possibilities it can bring. The key focus for *Be the Change* is to positively impact the participants' **happiness, confidence, relationships, employability skills and aspirations for the future**. More details about the programme can be found here <https://www.lovelocaljobsfoundation.com/be-the-change-schools>

Year 5 and Year 6 Students

The opportunity is at the *Be the Change Stepping Up Conference* where Year 9 students have the chance to mentor Year 5 and Year 6 primary school students, and to become positive role models.

This opportunity is for Year 5 students from Chichester Primary Schools to participate during the *Stepping Up Conference* at Stamford Court on Thursday 27th February 2020, between 1.00 pm and 2.30 pm. Arrangements for attending the conference are made by participating schools, and there is no charge for attendance.

Be the Change Permission Form

Parents, Guardians or Carers

The LoveLocalJobs Foundation recognises the need to ensure the welfare and safety of all young people taking part in any activity associated with *Be the Change*. So we ask your permission for a student in your care to attend the *Be the Change* programme, and for permission to use photographs/videos of the event that may contain images of students.

Please ensure that the permission form below is completed and signed and returned to the school. You will find information about Data Protection on page 2.

Be the Change Permission Form

Parents, Guardians or Carers - please complete, sign and date this form.

Full name of student: _____

Full name of parent, guardian or carer: _____

As a parent, guardian or carer of the student named above, I give my permission for the student to attend the *Be the Change* Programme.

Signature of parent, guardian or carer: _____

I also give permission for the *Be the Change* programme to use images resulting from photography or video filming, and any reproductions or adaptations of the images for fundraising, publicity or other purposes to help achieve LoveLocalJobs Foundation aims. This might include (but is not limited to), the right to use them in their printed and online publicity, social media, press releases and funding applications.

Signature of parent, guardian or carer: _____

Date: _____

Data Protection

- The subject matter and duration of the Processing of Personal Data is the performance and delivery of the programme described here <http://about.lovelocaljobs.com/wp-content/uploads/2018/08/Data-Protection-and-Be-the-Change-MASTER.pdf>
- The purpose of the Processing of Personal Data is for the provision of the goods and services and general account management. The Personal Data will be subject to the following basic processing activities: collection, recording, transmission, storage.
- Data Subjects include sponsor staff; LoveLocalJobs.com staff; school staff; business guides; students; programme supplier staff; business contacts at other organisations involved in the Programme.
- Categories of Personal Data: images and/or video.

Definitions

Be the Change” means the activities outlined here <https://promotions.lovelocaljobs.com/bethechange/parents-1/>

“Personal Data” means any information relating to an identified or identifiable individual.

“Processing” means any operation or set of operations upon Personal Data, whether or not by automated means, such as collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosing by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction.

“Data Subject”, **“Personal Data Breach”** have the meanings given to them in Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 (**“EU General Data Protection Regulation”**).

For more information how LoveLocalJobs.com manages Personal Data please visit our website at <https://www.lovelocaljobs.com/privacy-policy/>