

TRIPS & VISITS CONSENT FORM 2022-2023

Student Name:
Course Name:
(Office Use Only) Student ID Number:

PURPOSE

The College requires all students, or parents / carers / keyworkers for those students under 18 years old to complete this consent form at the start of the academic year and covers the following:

- Permissions for any trip or visit the college plans. Parents / carers / keyworkers will be notified when or if residential / overseas trips are planned.
- Student / parent / carer / keyworker consent for participation in work placements.
- Parent / carer / keyworker consent to be contacted by email

DATA PROTECTION ACT 2018

North Hertfordshire College collects personal data and information about all our staff and learners. We do this in order to fulfil our statutory powers to provide education and training services to you, to ensure the safety and welfare of our students and staff, to carry out our employment obligations, or to meet statutory and regulatory reporting requirements.

Personal data includes obvious things such as your name, age, gender, address and other contact details, and information about your previous education and learning, but it also covers information such as CCTV images or biometric data.

Some of your personal data is defined as 'special category' or 'sensitive'. This covers data about your health, race and ethnicity, politics, sexuality, trade union membership or religion. This information is kept more securely and is only available if people need to know about it – for example, to protect your health and well-being.

In general, we do not need your consent to process your personal data, as we cannot fulfil our statutory powers or meet our statutory obligations without doing so.

Where consent is needed, for example, in relation to the processing of some photographic images, any consent you give may be withdrawn at any time by contacting the data team: data@nhc.ac.uk.

<p>I agree that the above named student may take part in any trips and visits which may be arranged by North Hertfordshire College (UK, Overseas, Residential and Non-Residential).</p>

	I agree that the above named student, if under 18, may attend a work experience placement as part of their programme.

EMERGENCY CONTACT DETAILS – YOU MUST PROVIDE TWO EMERGENCY CONTACTS

Name of Contact 1	
Phone Number	
Email Address	
Relationship to Student	
Parent or Guardian Signature and Date (if student is under 18.)	
Student signature	

Name of Contact 2	
Phone Number	
Email Address	
Relationship to Student	
Parent or Guardian Signature and Date (if student is under 18.)	
Student signature	

For College Use Only

Signed on behalf of North Hertfordshire College	
Name	
Job Title	