ID Number

Young Dorset

Romany Works, Wareham Road, Poole, Dorset, BH16 6JL
w. www.youngdorset.org e. jag@youngdorset.org

Team Number	

Participant Sign Up Record

Please take time to complete all sections of the form and return it to us as soon as you can with your deposit. We will then confirm your place on NCS.

NCS Summer Programme Please tick to show which provider, start date and location you would prefer:-

Residential Provider	Young Dorset			
Start Date	Monday 28th July 2014			
Location	Dorset			

Personal Details

First Name		Surname	
Address 1		Address 2	
Town		County	
Postcode		Email	
Telephone		Mobile	
Facebook Name		Twitter Name	@
Gender	Male / Female / Prefer not to say	Date of Birth	
School/College		What community do you feel most a part of? (please circle)	Barnstaple / Bideford / Tiverton Ilfracombe / South Molton Other .....

Friend Referral

Have you been referred by a friend who's taken part in NCS before? Let us know who!

Full name :	

Friend Request

If you have a friend or two that you would like to experience NCS with, then please fill in the box below, their name and the school/college that they attend. Please note that giving us this information does not *guarantee* that you will be placed in the same team as one or both of your friends. However, we will do our best to ensure that everyone has an enjoyable experience and individuals will be placed in teams that we see fit to ensure this.

Friend's Name	School/College
1.	
2.	

If you don't have a friend that wants to take part with NCS this year, don't worry! You will make lots of new friends whilst taking part on the programme!

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How did you first hear about NCS?			
Facebook/Twitter/social media		At school/college	
Word of mouth		Through youth group/organisation	
Media article/programme		Other	
Advert			

Parent/Guardian Details – Primary Emergency Contact Details

First Name		Surname	
Email		Telephone	
Mobile		Facebook Name	
Twitter Name	@		

Secondary Emergency Contact Details

Name		Relationship to Young Person	
Daytime tel.		Evening tel.	
Address			

Medical Information

Name of GP		Telephone:	
Address			
Can you swim 50 metres unaided?	Yes ☐ No ☐	Date of last anti tetanus injection	_ _ / _ _ / _ _ _ _

Do you have any dietary needs? (e.g. vegetarian, wheat free)			
Yes		No	
If yes please detail:			

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Are you currently taking any form of medication?			
Yes		No	
If yes please give the name, dose and frequency of the medication:			

Do you have any of the following allergies or medical problems?				
Asthma	Yes		No	
Epilepsy	Yes		No	
Diabetes	Yes		No	
Acute allergies (e.g. nuts, stings, medications)	Yes		No	
Allergies	Yes		No	
Serious illness (e.g. heart conditions)	Yes		No	
Injuries (e.g. fractures)	Yes		No	
Other	Yes		No	
If any of these are yes please detail below:				
Are you allergic to Aspirin/ Paracetamol/ Ibuprofen/ Antihistamines?	Yes		No	
If you have answered' No' to above question, are you happy for our First Aid trained Team Staff to administer Aspirin/ Paracetamol/ Ibuprofen/ Antihistamine as they see fit without your confirmation whilst on programme?	Yes		No	

Is there anything else we should be aware of? (e.g. ADHD, behavioural issues, special needs)			
Yes		No	
If yes please detail:			

Read the following statements and tick or cross as applicable:	
My household receives income support	
I can easily access NCS meet up points throughout the programme	
I am available and am willing to complete the *entire* NCS programme (4 - 5 week process)	

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What is your faith?			
Christian		Jewish	
Buddhist		Other	
Hindu		None	
Sikh		Don't know	
Muslim		Prefer not to say	

What best describes your ethnic background?			
White - British		Pakistani	
Irish		Bangladeshi	
Traveller of Irish heritage		Any other Asian background	
Gypsy / Roma		Black Caribbean	
Any other White background		Black African	
White & Black Caribbean		Any other Black background	
White & Black African		Chinese	
White & Asian		Prefer not to say	
Any other Mixed background		Any other ethnic group	
Indian			

Were you eligible for free school meals during Year 11?	Yes / No / Don't Know

Current activity?			
Studying for GCSEs		Looking after the home or family	
Studying for AS/A-Levels		Staying at home for another reason	
Studying for another qualification		Nothing	
Paid work (full or part time)		Don't know	
Voluntary work			

Have you previously done any volunteering?	No	
	Yes – I have tried helping out or volunteering	
	Yes – I regularly help out or volunteer (i.e. at least once a month)	

I have a history of offending	
I am in care, or have recently been in care	
I have a special educational needs statement	
I am blind/ partially sighted	
I am deaf/ hearing impaired	
I use a wheelchair/ have mobility difficulties	
I am autistic/ have Asperger's Syndrome	
I have experienced mental health difficulties	
I have been diagnosed with Asthma	
I have another disability, special need or medical condition not listed above (please detail:)	

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TRAVEL AND COLLECTION STATEMENT- PLEASE NOTE:
During the programme, the Participant will be responsible for getting to and from agreed venues, and will be allowed to leave without collection from the designated meeting point.
You give us permission to allow the Participant to leave designated locations (other than the residential or supervised trips) without collection, and to undertake some travel unsupervised.

Please tick here to accept the Travel and Collection Statement ☐

If you haven't ticked the Travel and Collection Statement box, it will be your responsibility to let us know any specific travel or collection requirements.

Privacy Policy

When giving your details as a young person
By agreeing to this privacy policy you agree to your personal data being stored, shared and used by The NCS Trust (the data controller) and the following organisations: any independent body commissioned by the government to run NCS, NCS contractors and their sub-contractors, other government bodies, strategic partners of NCS, your school or college, fraud detection organisations, organisations supporting the delivery of NCS or other organisations (including any organisation running or supporting all or part of NCS in the future).

For the purposes of:

- Running and evaluating NCS, including contacting you when necessary.
- Contacting you about graduate opportunities, events, research, referral promotions or competitions and to send you promotional material.
- Contacting you about taking part in press and communications activity related to NCS.
- Helping us develop, deliver, and improve the design, content and marketing of NCS.
- Internal purposes such as auditing, evaluation, data analysis, preventing or detecting fraud or error, and research to improve our service and customer communications.
- If you enter into a sweepstake, contest, or similar promotion related to NCS we may use the information you provide to administer those programs.
- In the case of photographic images and/or video, producing publicity, promotional and marketing material for NCS.

We will not hold your personal data for longer than is necessary for the above purposes. We will not share your personal data with third parties for their marketing purposes.

When giving your details as a parent, guardian or carer
By agreeing to this privacy policy you agree to your personal data being stored, shared and used by The NCS Trust and the following organisations: any independent body commissioned by the government to run NCS, NCS providers, other government bodies, strategic partners of NCS or other organisations (including any organisation running all or part of NCS in the future).

For the purposes of:

- Contacting you about your son/daughter taking part in NCS
- Contacting you about taking part in press and communications activity related to NCS.
- Helping us develop, deliver, and improve our service, content, and advertising.
- Internal purposes such as auditing, evaluation, data analysis, preventing or detecting fraud or error, and research to improve our service and customer communications.

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Protection of Personal Information
Under the Data Protection Act 1998, we have a legal duty to protect any personal data we collect from you. We use leading technologies and encryption software to safeguard personal data, and keep strict security standards to prevent any unauthorised access to it.

Access to your information and contacting us
If you wish to see our records of any correspondence you have sent to us, or if you have a query or complaint about this privacy policy or about the site, you can get in touch with us by emailing ncs@petroc.ac.uk

Changes to this privacy policy
If this privacy policy changes in any way, we will place an updated version on http://www.ncsyes.co.uk/privacy-policy. Regularly reviewing this page ensures you are always aware of what information we collect, how we use it and under what circumstances, if any, we will share it with other parties.

Code of Conduct

1. I agree to arrive punctually and co-operate fully at all times with NCS staff, other participants and any other Organisations involved to help make the project enjoyable and rewarding for all participants.
2. I agree to comply with the instructions relating to any clearly defined free time/unsupervised time during the NCS.
3. I understand that I will be returned home early and be removed from the NCS programme at my own expense, in the event of a serious breach of this Code of Conduct or through any other behaviour deemed by the project staff to be disruptive, or which might bring Petroc or its partner organisations into disrepute. This includes involvement with drugs or other violations of the law.

Deposit Process

Due to the limited number of places on NCS we require a deposit of £35.00 to secure a place. This deposit is refundable upon successful completion of all phases of the project; if you are unable to pay this deposit please let us know.

If your son/daughter is unable to complete the project for medical or another reason agreed with NCS staff, then the deposit will be refunded.

Information for Parents – Summer Programme

It is expected that your son/daughter will attend an induction day prior to the start of the project, and there will be a number of taster sessions for them to enjoy. They will spend time away from home attending 2 x 4 night residential visits, which will allow team building and social mixing to take place & also aid the development of life skills and confidence. This is followed by a full-time non-residential week where the teams will plan their social action projects, and then a minimum of 30 hours of activity actually going out and implementing those projects. Finally, young people will attend a final graduation event to celebrate their success, the location for which is yet to be confirmed.

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We agree to abide by the code of conduct.

We confirm the details on this form are correct and we will inform Petroc of any changes to these details.

I consent to my son/daughter receiving medical care on the recommendation of a qualified medical practitioner, and will provide relevant medical information to NCS staff upon request.

I understand the deposit process to secure a place for my son/daughter.

We have read and agree to the Privacy Policy.

During the course of NCS, activities may be recorded through photographs and video film both for the participants to collate and celebrate their experiences but also for evaluation and promotional purposes by your NCS provider. You understand that these images will be safely stored or archived digitally or manually and may be publicised in a variety of media forms including managed social network sites.

If you do not wish your child to be included in photographs for promotional or publicity purposes please tick this box :- ☐

Signed (parent/guardian): ..... Date: .....

Signed (participant): ..... Date: .....

OFFICE USE ONLY

Deposit paid	Paid by:	Amount received:	Payment Type:	Date:	Receipt no:	Refund date:
Yes / No				____/_____/_____		____/____/____
Waiver reason if applicable:						