

Data Protection, Privacy & Image Consent Form

1. Data & Data Protection Statement

Bath Mind take your privacy seriously and promise to never sell your data. You can find out more about your rights, and how Bath Mind uses your personal information and how we keep your details safe and secure by reading our Bath Mind Privacy Policy & Bath Mind Data Protection Policy.

Your data will be added to Bath Mind's Lamplight database system. This is where we store your personal data and records of our interactions with you. The data kept may include special personal data e.g. health, religious beliefs, ethnic background. A diagnosis of a health or mental health condition is special personal data. Extra care is needed to ensure there is explicit consent in place to keep and share this information. You can talk to your key worker/service about this at any time.

Your personal data

Personal data includes any information which we hold now or at any time in the future which is provided to enable us to provide a service to you. You will have given us your personal information or it may come from another organisation or person (such as your referrer). This could include:

- Identity information (which includes: first name, middle name, last name, previous name, user name or similar identifier, title, marital status, date of birth, gender)
- Contact information (which includes: home address, email address, telephone numbers)
- Details you have provided about yourself in relation to the services you hope to receive
- Details provided by contacts from other organisations such as your GP, support worker, care coordinator or referrer that are relevant to the services you use here
- Communications data (your preferences for receiving information about our services e.g by e-mail or by telephone)
- Profile data (for example, your interests, services you have used, information you might provide in response to a survey)
- Financial data (which includes bank account details) and transaction data (including details about payments made by you or for you)

I understand Bath Minds' Privacy Policy & Data Protection Policy and consent to key information about me being stored on Bath Minds database:

If I want to withdraw consent, I understand that this is possible, and I will complete the relevant form and/or contact admin@bathmind.org.uk

2. Image Consent Policy Statement

You may want to share a personal story to help Bath Mind promote our work because it is important to you to share with others. Photos, films, case studies, voice recordings and stories are all also special personal data.

I understand that:

- Images/videos/statements can be used in all forms of media, as part of Bath Mind and Mind campaign activity, including but not limited to TV, cinema, Internet, PR, press, print, magazines and editorial. These images/recordings can be seen outside the UK. The most likely places for images/videos/statements to be used include Bath Mind's website, twitter account, Facebook and instagram accounts.
- Editing may be required by Bath Mind and Mind, or by agents authorised by Bath Mind or Mind, for quality or technical purposes.
- Once my images/videos/statements are published in print or online they cannot easily be removed.
- My image may be used alongside a story that is not specifically about me.
- Any images/videos/statements will be stored securely in appropriate file formats on servers belonging to Bath Mind or Mind.
- Bath Mind and Mind is committed to processing special personal information in accordance with relevant data protection laws. The personal data collected on this form will be held securely and used for administrative purposes and the purposes listed above.

I consent to the capture of still images (photographs), moving images (video), audio recordings and narrative statements (written quotes and comments).

I hereby allow Bath Mind and Mind the right and permission to store and use my images/videos/statements for inclusion in any of its promotional materials, in print and online, or in any of its media PR work to promote and illustrate its work.

If I want to withdraw consent, I understand that this is possible, and I will complete the relevant form and/or contact admin@bathmind.org.uk