

Meeting in a Box:

Children's rights in Wales

Taking pictures! - Note for activity leaders

We would be delighted to receive pictures from you of the participants in action during the Meeting in a Box session. If you are happy to share these with us please complete this form. You'll need to provide a form for each individual in the image where the person in the image is identifiable. People under 18 will also need their parent or guardian to sign the form.

Please tell us of any social media channels, hastags or handles you'd like us to acknowledge in our social media posts:

We will try to share your images and shout about the hard work you're doing.

Filming and Photography Consent Form – to be completed by those in the photograph and / or their guardian

This form asks you whether you give your permission to appear in photographs or film footage that maybe published by the National Assembly for Wales. It also asks you to give your permission for the photographs or film footage to be used in promoting other work that we do.

If you are under 18, you will need your parent or guardian to read and sign this form too.

Filming and photography – privacy information

We will keep your photographs and videos indefinitely. This means that we will keep them for a long time. You can ask us to delete them at any time, by emailing us at seneddoutreach@assembly.wales, but if they've been used in any published materials (e.g. reports) then it may not be possible to delete them from those publications. You can also ask us to restrict how we use your photographs and videos.

Our legal basis for keeping this material is: your consent.

Your photographs and videos will be stored securely and will not be used by anyone other than the National Assembly for Wales.

You can contact us at any time to find out what photos or videos of you that we hold. Just email us on seneddoutreach@assembly.wales



If you have any concerns or complaints about how we are using and looking after your photographs and videos, please get in touch with us at seneddoutreach@assembly.wales and we will do our best to resolve this for you. If you wish you can also make a complaint to the Information Commissioner, who regulates data protection in the UK. Details on how to contact the Information Commissioner can be found on their website at <https://ico.org.uk/>.

Please sign below if you are happy to give your consent to the following:

- I am happy for the National Assembly for Wales to publish images of me (including audio recording) in relation to my involvement in the Meeting in a Box activity session.
- I understand that they will keep this material indefinitely and may use it in publications relating to their wider work.
- I understand that I can withdraw this consent at any time by emailing [**seneddoutreach@assembly.wales**](mailto:seneddoutreach@assembly.wales)
- I also understand that once my photos or videos appear in any published material it may not be possible to delete them from that material.
- I have read and understood the privacy information outlined in this form.

Participant:

Name.....

Signed.....

Date.....

Parent / Guardian if under 18:

Name.....

Signed.....

Date.....

Please describe what you look like (approximate height, hair colour, clothing you are wearing) – this will help us identify individuals in the footage:

