**IMAGE CONSENT AND RELEASE FORM**

**THE SALVATION ARMY’S COMMITMENT TO YOUR SAFETY AND WELLBEING**

*The Salvation Army is committed to ensuring the provision of a safe and inclusive environment for children and adults where they feel respected, safe, valued and encouraged to reach their full potential*

***INSTRUCTIONS FOR PARENTS/GUARDIANS***

*The Salvation Army requires written permission from the child or vulnerable adult’s parent/guardian for the use of images or video. Parents/guardians are to read and complete this form giving permission for the images or video taken to be shared as specified below and in compliance with The Salvation Army Privacy Notice.*

Verbal consent will also be sought from the child/vulnerable adult.

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| **Publication Purpose:** |  |

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| --- | --- |
| **Pro**  **Proposed Publication Site:** |  |

**Type of Imagery:** Photo  Video

|  |  |
| --- | --- |
| **Duration of Publication:**  *(Photo/video will be removed at the end of the specified period)* |  |

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| --- | --- | --- |
| **Name of Corps** |  | |
| **Name of Program** |  | |
| **Name of Child/Adult** |  | |
| **Name of Parent/Guardian** |  | **Contact No** |
| **Is there a Court Order in relation to this child/young person?** | **YES**   **NO**  If yes, The Salvation Army will **NOT** publish any images or videos of this child/young person in adherence to the Court Order. | |

I give permission for images in which my child appears to be used by The Salvation Army for publications and public relations activities. This may include use in print and electronic media, including the Internet and official social media platforms. I have read and accept the **Privacy Notice and Consent** on Page 3 of this document.

**Signature of Parent/Guardian**:       Date:

I give permission for images in which I appear to be used by The Salvation Army for publications and public relations activities. This may include use in print and electronic media, including the Internet and official social media platforms.

**Signature of Child/Adult**:       Date:      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Informed Consent and Response Form**

Please use this release form with the participant as appropriate. Either circle the face that matches how you feel or circle the words under Response A, or use Response B to answer the questions.

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| **Question** | **Response A** | **Response B** |
| A person working for The Salvation Army asked if they can take your photo or film you. | How do you feel about having your photo taken or being filmed?  Smiling face with no fillNervous face with no fillSad face with no fill  Or happy/agree, not sure, upset/sad/do not agree | Do you agree?  YES  NO |
| The Salvation Army explained that you do not have to agree to having your photo taken or to being filmed.  Is that right? | Smiling face with no fillNervous face with no fillSad face with no fill  Or agree, not sure, do not agree | YES  NO |
| How do you feel about your photo/film being used on The Salvation Army website?  Laptop | Smiling face with no fillNervous face with no fillSad face with no fill  Or happy, not sure, sad/upset | OK  NOT OK |
| How do you feel about your photo being used in The Salvation Army magazine or poster?  Closed book | Smiling face with no fillNervous face with no fillSad face with no fill  Or happy, not sure, sad/upset | OK  NOT OK |
| The Salvation Army has also asked your parent/guardian permission to take your photo or film you. How do you feel about that? | Smiling face with no fillNervous face with no fillSad face with no fill  Or happy, not sure, sad/upset | OK  NOT OK |
| Your photo, film or story may not end up being used by The Salvation Army. How do you feel about that? | Smiling face with no fillNervous face with no fillSad face with no fill  Or happy, not sure, sad/upset | OK  NOT OK |
| Child or Adult’s signature: |  | Date: |

Form adapted from Plan International Australia

**Privacy Notice and Consent Form**

This form is to be used whenever we collect personal (including sensitive) information.

#### It is to be read in conjunction with our Privacy Policy APP Australia (GO\_LR\_PRO-02\_TPAC).

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| Your privacy is important to us | The Salvation Army, a not-for-profit organisation, is committed to upholding its obligations under the *Privacy Act 1988*. We recognise the importance of privacy and community awareness regarding the collection, use, disclosure and security of personal information which we may collect during the course of our many functions. We understand that sharing personal information can be confronting, especially for population groups who have experienced discrimination, harassment and bullying based on age, sex, gender identity, sexual orientation, disability, pregnancy, intersex, marital status or cultural diversity (including Aboriginal or Torres Islanders). |
| Our privacy policy contains the details | Our privacy policy can be found online at <https://www.salvationarmy.org.au/privacy>.  It includes information on how you may access and update the personal information we hold about you, the complaints process for a breach of the Australian Privacy Principles, and how we manage the complaints we receive. |
| Our privacy office is here to help | We have a dedicated privacy office responsible for ensuring we adhere to our privacy policy. Their contact details are provided in the privacy policy and are available for your use. |
| We only collect what we need | We collect personal information we believe is reasonably necessary to provide you with the tailored support you require from the services we offer. This includes information you provide to us on this form, any additional information you provide to our staff verbally or otherwise, and any information we may need to collect about you from third parties on your behalf (if applicable). |
| You consent to use for related purposes | By providing us with this personal information you also consent to our use or disclosure of this personal information for purposes related to the services we provide. Unless permitted or required by law, we will not use this information for any other purpose without your consent. |
| Your signature acknowledges your understanding | By signing this document, you:   * + - Acknowledge you have read and understood the document     - Understand the reasons for the collection of your personal information     - Understand the ways in which your personal information may be used and disclosed     - Agree to the use and disclosure of your personal information as indicated here     - Acknowledge that the personal information you have provided to us is current     - Acknowledge your consent is voluntary, express, informed, specific as to purpose, time limited and easily withdrawn. |
| Let us know if your details change | You undertake to notify us as soon as practicable if this personal information is no longer current or if your consent for the collection and/or use of the personal information is withdrawn. |