

## Active Hastings Registration

Thank you for attending an Active Hastings session. Due to our funding, we need to monitor who is coming along to our sessions, so please complete the form on the next page. But before you do, here's a bit more information for you about what we will be doing with your data:

### **Who are Active Hastings?**

Active Hastings is a partnership project between Hastings Borough Council and East Sussex County Council. We also work with a wide range of other partners to deliver physical activity opportunities in Hastings. Hastings Borough Council is responsible for the collection and storage of the information that you provide to Active Hastings.

### **Where and how will your information be stored?**

The information you give us on this form will be stored on the performance management software, Upshot, who will store the data in line with the General Data Protection Regulations (GDPR). The paper copies will be destroyed once the information is on Upshot.

### **How long will we keep your information?**

Your information will be stored on Upshot for three years after the last session that you attend.

### **How will your information be used?**

The information you provide us will be used to allow us to report back to funders about the types of people who are attending our sessions (for example, the number of females, the number of people with disabilities or the number of people from a particular area of the town etc). All information passed to funders is in number form and is anonymous.

### **Will we share your personal information with anyone else?**

We take your privacy very seriously. Some sessions are run in partnership with other organisations and we may occasionally wish to share your information with them. However, who those partners are will be stated clearly on the registration form and you will be asked to opt in to allow us to share your information with them (we will not provide them with email addresses or phone numbers). If you do not opt in, we will not share your data with them. If you do opt in, they will also store your data in line with GDPR and will not share it with anyone else. We will not share your data with anyone who is not listed on the form.

### **Will your information be used for marketing purposes?**

If you would like Active Hastings to contact you regarding future activities and events, you can sign up to receive these updates. If you do not sign up, you will not be contacted. Your contact details will not be passed on to anyone else (including the session partners). You are able to change your preferences at any time or remove yourself from the mailing list by emailing [activehastings@hastings.gov.uk](mailto:activehastings@hastings.gov.uk), or clicking the unsubscribe button at the bottom of the email.

If you have any more questions about how we look after your information, please feel free to email us on [activehastings@hastings.gov.uk](mailto:activehastings@hastings.gov.uk)



Session:

# Active Hastings Registration Form – CONFIDENTIAL

For young people under the age of 13, this form should be completed and signed by a parent or guardian. For young people aged 13-15 this form can be completed by either the young person or the parent/guardian, but both must sign to confirm they have read and understand how the data will be used by Active Hastings

Name..... Male  Female

Address..... Postcode .....

Telephone..... Date of birth .....

Emergency Telephone (only to be contacted in an emergency).....

Email (only required if you wish to be informed about local activities).....

Please tick the boxes below to let us know which activities you would like to hear about in future (you can change these preferences at any time by emailing [activehastings@hastings.gov.uk](mailto:activehastings@hastings.gov.uk)):

- Activities for children and families     Activities for adults     Activities for people with disabilities
- Activities for young people     Activities for older people     Training and volunteering opportunities

Please tick all boxes that apply to you.

1. In the last 28 days, have you taken part in a minimum of 30 minutes of at least moderate intensity physical activity per week in bouts of 10 minutes or more. Moderate intensity physical activities are ones that cause you to get warmer and breathe harder and your heart to beat faster, but you should still be able to carry on a conversation. Examples include brisk walking and cycling.     Yes     No

2. In the previous 28 days, have you taken part in at least 150 minutes of at least moderate intensity physical activity per week in bouts of 10 minutes or more.     Yes     No

3. Do you have a long-term illness, health problem or disability that limits your daily activities or work you can do? (Asthma / Diabetes etc.)     Yes     No

If yes, please let us know here if you require any support at our sessions:

4. Are you registered disabled?     Yes     No

5. Which of the following groups do you consider that you belong to?

- White     Black/African/Caribbean/Black British     Asian/Asian British
- Mixed/Multiple Ethic Groups     Other Ethnic Group – please write in below

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6. What is your current employment status?

- Full Time     Part Time     Student     Unemployed     Retired     Other

7. How did you hear about today's session?

- Website     Facebook     Twitter     Word of Mouth     Publication

For the session you are attending today, we would like to share your information with the following partner(s). We will not share information about any other Active Hastings sessions that you attend in the future, unless specifically agreed by you.

Please tick this box to confirm that you are happy for us to share your data with them

Please sign below to confirm you have read and understand how your data will be used by Active Hastings

Signed by participant if 13 or over :.....Date:.....

Signed by parent or guardian..... :.....Date:.....