



## PHOTOGRAPH / FILMING / INTERVIEW CONSENT FORM

**Event:** MMM Student Conference

**Date:** 4<sup>th</sup> June 2019

This is a consent form for photos, film or voice recording for the activities below.

(Name) \_\_\_\_\_ agrees that the University of Oxford can photograph, film or record the voice of (your name and/or children's names) \_\_\_\_\_

(for whom you are the parent / guardian) at the event set out above.

You confirm that Oxford University can use your photo, film or voice recording for the following activities and purpose:

The ' <b>Activities</b> '	posting online, ppt presentations, storing, saving, uploading, copying, sharing on social media the Photograph.
The ' <b>Purpose</b> '	Use for printed materials for Oxford University (publications, promotional material, on the internet, websites and social media and for reports and promotions related to the MMM project

You confirm that Oxford University can:

- store copies of any photograph for as long as necessary to fulfil the Purpose;
- store the photograph and your contact details in the University's photographic libraries and databases; and
- store your contact details on its databases for the purpose of contacting you if necessary.

1. The University will process the photograph and your contact details and any related personal data in accordance with the Data Protection Privacy Notice (attached to this Consent Form)
2. This consent form is governed by and construed in accordance with English law and the University and you submit to the exclusive jurisdiction of the English courts.

Please sign to confirm you have accepted and agreed (name) \_\_\_\_\_  
(or parent/guardian's name if the individual is under 13 years of age or is a vulnerable adult)

SIGNATURE: \_\_\_\_\_

(or parent/guardian's signature if the individual is under 13 or is a vulnerable adult)

ADDRESS:

TELEPHONE/EMAIL:

DATE

## **Data Protection Privacy Notice**

In the course of completing this Consent Form, you have provided information about yourself ('personal data'). We (the University of Oxford) are the 'data controller' for this information, which means we decide how to use it and are responsible for looking after it in accordance with the General Data Protection Regulation and associated data protection legislation.

### ***How we use your data***

We will use your data for the Purposes as set out in this Consent Form. We are processing your data for these purposes only because you have given us your consent to do so, by signing this Consent Form.

You can withdraw your consent at any time by contacting us at the address set out below. In this event, we will stop the processing as soon as we can. However, this will not affect the lawfulness of any processing carried out before your withdrawal of consent

We will only use your data for the purposes for which we collected it, unless we reasonably consider that we need to use it for another related reason and that reason is compatible with the original purpose. If we need to use your data for an unrelated purpose, we will seek your consent to use it for that new purpose.

### ***Who has access to your data?***

Access to your data within the University will be provided to those who need to view it as part of their work in carrying out the purposes described above.

We may share your data with companies who provide services to us, such as printing and advertising. These companies are required to take appropriate security measures to protect your data in line with our policies. We do not allow them to use your data for their own purposes. We permit them to process your data only for specified purposes and in accordance with our instructions.

We may also share your data with the following organisations for the reasons indicated:

University of Cambridge, University of Sheffield, Imperial College London and The Ironmongers Company who are collaborators on this project.

Where we share your data with a third party, we will seek to share the minimum amount necessary.

### ***Retaining your data***

We will only retain your data for as long as we need it to meet our purposes, including any relating to legal, accounting, or reporting requirements.

### ***Security***

Your data will be held securely in accordance with the University's policies and procedures. Further information is available at [www.ox.ac.uk/privacy-policy](http://www.ox.ac.uk/privacy-policy).

### ***Where we store and use your data***

We store and use your data on University premises, in both a manual and electronic form.

### ***Your rights***

Information on your rights in relation to your personal data are explained [here](#).

**Contact**

If you wish to raise any queries or concerns about our use of your data, please contact us at [schools.liaison@materials.ox.ac.uk](mailto:schools.liaison@materials.ox.ac.uk)