

# Part 1: Information about World Association of Girl Guides and Girl Scouts

## Who we are.

The World Association of Girl Guides and Girl Scouts is the largest voluntary Movement dedicated to girls and young women in the world. Our diverse Movement represents ten million girls and young women from 152 countries. For more than 100 years Girl Guiding and Girl Scouting has transformed the lives of girls and young women worldwide, supporting them to achieve their fullest potential. Through our global programmes, girls come together to learn new skills, form lifelong friendships, and change the world. Find out more at: [www.wagggs.org](http://www.wagggs.org)

## What are we asking for?

We would like to gather a story/photo/video from you today. In order for us to fulfil our duty of care towards you, and make sure we use your story/photo/video as you would like us to, we are seeking your consent. To ensure you are fully informed before consenting we want you to understand why we are seeking it and how your story and/or photo could be used.

## How will we use your story?

World Association of Girl Guides and Girl Scouts produces a range of communications. Your story and photo could be used in lots of ways, from printed publications to something shared online. It could be shared with individuals and organisations from people who have donated money to our work, to local or national governments, other charities with whom we have partnerships, news organisations, or online to the general public across the world. It is important that you understand that once your story is on the internet it could be seen by many people, in many countries, including your own. However, we may gather your story and not use it for a long time, or at all, or we might not tell your whole story, or only tell parts of it.

## Why do we want your story?

Sharing stories, photos and videos from the people involved with us inspires others to join us and shows the positive difference our work is making. Stories also help us to evaluate and learn from our work, so we can do it better in the future. They can also help to convince decision-makers to listen to young people and the needs of their communities.

## How will we store your story?

We will store your story and photo in a safe and private place and use it regularly up to 4 years. After that we will keep it in our historical archive for occasional historic celebratory use. We will process any video, audio or images with care and ensure that sharing these materials will present no risk to the safety of the individuals represented, nor to their families.

## Sensitive information and being identifiable.

If you prefer you can choose to remain anonymous, we can do this by changing names, locations and using photographs that do not show your face or identifying features. You might also share information with us that is private or sensitive, like your political opinions, ethnic origin, religious beliefs, medical condition, sexual life, or stories of a criminal nature. If you do share this information you can always tell us which parts you would prefer we did not share with anyone else.

## Withdrawing consent.

At any point, you can choose for us not to store or use your story and photo. If you let us know that you have changed your mind, we will not use your story and photo in any future materials, but we may not be able to withdraw your story and photo from materials that are already published. If you no longer would like us to use your story and photo, please contact your Member Organisation to support you with this or email the communications team at [comms@wagggs.org](mailto:comms@wagggs.org). Please note it will not be possible to retract information which may have already been published.

# Part 2: Your consent

**Read Option A & B and mark the option that suits you best.**

Option A: I am over the age of 18, am consenting for myself and understand why my consent is being sought and how my story/photo/recording could be used.

Option B : I am over the age of 18, am consenting for a child or children in my care and understand why my consent is being sought and how their story/photo/recording could be used.

I hereby consent to the World Association of Girl Guides and Girl Scouts and its approved partnerships around the world making use of my/the child(ren) in my care's photo/story/video recording in its charitable communications activities of all kinds, including marketing materials, media and press materials, reports, website and social media sites. I also consent for World Association of Girl Guides and Girl Scouts to store my personal information below in case they need to contact me in the future about my photo/story/video recording or that of the child(ren) for whom I am the parent or guardian.

**Your signature** or any other affirmative mark

**Today's Date**

**About you.** \* indicates mandatory field

First name, surname,(and group name if relevant*:	
Relationship to child or group if consenting on their behalf e.g. teacher	
Contact number*:	
Email address:	

**About the child(ren) or group in your care** \* if consented on their behalf.

Child's first name and surname*	Child's date of birth (or age if unknown)*

**Freetext** (for any additional, relevant information to be recorded by content gatherer including person description, image number, protection concerns, and suggested alternative name (if appropriate).