

Company Three Blueprint Library

[Project name] Membership Form



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Please do not request access

Company Three uses membership forms to collect information about the young people who form part of the company. We share these forms with the parents or guardians of our members, or directly with the members themselves if they are over 18 (with a few tweaks, so it asks about the individual rather than their child).

Because we work with the same groups over many years, we share this membership form with them at the start of each year in our life cycle, to ensure we have the most up to date information for them.

This form must be returned to us before you can take part in [name of company] activities.

Section 1: Member information

Full Name			
Date of Birth		School/College	
Home Address			
Member Mobile Phone		Home Phone	
Member Email Address			
Medical Conditions		Allergies	
Medication you take		Dietary information	

Section 2: Parent/Carer Information

Full Name		Relationship to Member	
Mobile Phone			
Email Address			
Additional emergency contact	Name:		
	Phone:		

Created by Company Three

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Section 3: Parent/Carer Consent: please tick and sign below

- I give permission for my child to take part in all [Name of company] activities. I understand they will be supervised during sessions but *not* while travelling to/from [name of company] sessions.
- I give permission for my child to travel home unaccompanied – If NO, please contact [name of main point of contact for parents] before each session with the name of the person who will pick up your child.
- I consent that [name of company] staff can contact my child via the member number given above.
- I give permission for them to leave session venues unsupervised during breaks.
- I give permission for photos and videos taken of my child during activities to be used by [name of company] for internal and external publicity, marketing, and reporting purposes.
- I am aware that [Name of company] will create and maintain computer and paper records concerning the above-named individual, both during their time with Company Three and after they leave, in compliance with the requirements of the GDPR from 25 May 2018.
- I consent that the information in the records may be used for reports both internally and to external bodies who support [name of company]

Signed (Parent/Carer)

Signed (Member)

Date

.....

.....

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Section 4: Equal Opportunities

We collect this information because we care about equality and representation. We want to hold ourselves to high standards in terms of having a diverse and representative group of young people in our Core Company, so we need to understand how our young people identify. We are now also a Non-Profit Organisation (NPO) which means we are accountable to Arts Council England (ACE) to be transparent and actively aware of this information to improve and grow. We have been asked by ACE (one of our lead funders) to collect information via the below categories.

Our external reporting will always be anonymous and will not identify anyone by multiple areas of identity (e.g. we will never say something like 'one of our trustees is a heterosexual, disabled, white woman aged 18-35'). We will say more general things like: "Our Trustees identify as being Black British (three people), Jamaican, Latin American and Chinese-British." For any area of identity, you can choose 'prefer not to say'. In accordance with the Data Protection Act 1998, the information you have provided will only be used for the purpose of equality monitoring.

1. Using these options, what best fits your race or ethnicity?

- Indian
- Pakistani
- Bangladeshi
- Chinese
- Any other Asian background
- Black African
- Black Caribbean
- Any other Black Background
- Mixed White and Black Caribbean
- Mixed White and Black African
- Mixed White and Asian
- Any other Mixed Background
- White British
- White Irish
- Gypsy, Roma or Irish Traveller
- Any other White background
- Arab
- Latin American
- Any other ethnic group
- Prefer not to say
- Not Known
- Other

If 'Other', please state here: _____

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2. Using these options, how would you describe your sex?

- Female
- Male
- Intersex
- Prefer not to say

2a. Using these options, what best fits your gender identity?

- Man
- Woman
- Non-Binary
- Prefer not to say
- In another way
- Not applicable

2b. Is your gender now the same as you were assigned or assumed to be at birth?

- Yes
- No
- Prefer not to say

3. Using these options, what best fits your sexual orientation?

- Bisexual
- Gay man
- Gay woman/Lesbian
- Heterosexual/Straight
- Queer
- Prefer not to say
- Do not know

4a. Do you consider yourself to have a disability, long-term illness or health condition?

- Yes
- No
- Prefer not to say

4b. Do you consider yourself to be neurodivergent?

- Yes
- No
- Prefer not to say

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5. How would you describe your religion or belief (If any)? (You can write 'none'. Or you can write 'prefer not to say')

- Christian
 - o Catholic
 - o Anglican (Church of England)
 - o Methodist
 - o Baptist
 - o Other
- Muslim
- Buddhist
- Hindu
- Sikh
- Prefer not to say
- Other

If 'Other', please state here _____

6. What type of school do you attend?

- A state-run or state-funded school - Selective on academic, faith or other ground
- A state-run or state-funded school - Non-selective
- Independent or fee-paying school
- I don't know
- Prefer not to say

6a. Please tell us about the current occupation of your main household earner. If this question does not apply to you (because, for example, you are in care at this time), you can indicate this below.

- Modern professional occupations such as: teacher, nurse, physiotherapist, social worker, musician, police officer (sergeant or above), software designer.
- Clerical and intermediate occupations such as: secretary, personal assistant, clerical worker, call centre agent, nursery nurse.
- Senior managers or administrators (usually responsible for planning, organising and co-ordinating work, and for finance) such as: finance manager, chief executive
- Technical and craft occupations such as: motor mechanic, plumber, printer, electrician, gardener, train driver.
- Semi-routine manual and service occupations such as: postal worker, machine operative, security guard, caretaker, farm worker, catering assistant, sales assistant.
- Routine manual and service occupations such as: HGV driver, cleaner, porter, packer, labourer, waiter/waitress, bar staff.
- Middle or junior managers such as: office manager, retail manager, bank manager, restaurant manager, warehouse manager

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- Traditional professional occupations such as: accountant, solicitor, medical practitioner, scientist, civil / mechanical engineer.
- Self-employed
- Short Term Unemployed (Claimed Jobseeker's Allowance or earlier unemployment benefit for a year or less)
- Long-term unemployed (claimed Jobseeker's Allowance or earlier unemployment benefit for more than a year).
- Retired
- I don't know
- Prefer not to say
- This question does not apply to me

Please feel free to make any comments about this form below, including any ways we might improve it in the future.
