Privacy Notice and Consent Form for Volunteers

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| Name of organisation  Address  Data protection officer name |  |  |

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| Consent for information about you to be recorded and shared | |
| About us and what we do | Charity X is providing community-based mentoring support to children and young people. We are doing this as part of Scottish Government’s national intandem programme, mentoring Scotland’s young people. |
| Why we will hold information about you | You have volunteered to be a mentor on the intandem programme. We will hold information about you to allow us to make contact with you, to match you with a child to mentor, to support you in your mentoring, and to help you achieve your aims in volunteering to mentor. |
| What information we will collect about you | We will hold personal details about you, like your name and contact details. We will also keep a record of information you provide us with when you apply to be a volunteer, and any training you undertake with us.  We will hold information about your meetings with your mentee, when they take place, and what activities you shared. |
| Who we will share this information with | Normally, the information will be held only by us and used only by us.  We may wish to include information about you in case studies of mentors and mentoring. We will always ask you for your permission before we do this. |

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| The reasons why information about me is going to be recorded and shared, what is being recorded and shared, and who it may be shared with have all been fully explained to me by Charity X.  I also know that I can ask to see the information held about me, and withdraw my consent at any time.  I agree to Charity X recording and sharing my information as described above.  Name:  Signature:  Date: |