



Manchester
Literature
Festival

Re(verb) 2020 registration and consent form

Day/date(s) of activity and locations:

- 5 – 7pm at Z-arts, 335 Stretford Rd, Manchester M15 5ZA
Tuesdays 25 Feb, 3 March, 10 March, 17 March, 24 March
- 4 – 8pm at Band on the Wall, 25 Swan Street, Manchester M4 5JZ
Tuesday 31 March

Information for parents and carers

Manchester Literature Festival aims to provide a safe and enjoyable experience for every young person. To help us do this, please note the following important information:

- All questions on the consent form must be completed and signed by the parent or carer before any young person takes part.
- Parents and carers must ensure they notify us of any changes to the information given on the form.
- Parents and carers must make arrangements for children to be brought to and from the activity safely and on time. If a parent or carer is not able to collect their child, they need to let us know in advance who will be doing so.
- Parents and carers should ensure children have sufficient water, food, clothing and medication (where appropriate) for the duration of the activity.

Young person name:	
Address:	
Date of Birth:	
Tel No:	
Email address:	

Parent/carer name:			
Day time Tel No parent/carer:		Mobile Tel No parent/carer:	
Email address parent/carer:			
Emergency contact information:			
Name of alternative adult who can be contacted in an emergency:		Relationship to young person:	
Day time Tel No alternative adult:		Mobile Tel No alternative adult:	
Medical information:			
Any specific medical conditions requiring medical treatment?	Yes: Please give details:	No:	
Details of medication required (pain/flu/inhaler):			
Any extra help we need to provide?	Yes: Please give details:	No:	
Any allergies?	Yes: Please give details:	No:	
Is there anything else you think we should know?	Yes: Please give details:	No:	

Consent information parents / carers. I agree to: (please tick)	
<input type="checkbox"/> my child taking part in Re(verb) 2020 <input type="checkbox"/> Manchester Literature Festival keeping a record of this form for health & safety reasons <input type="checkbox"/> any medical treatment that my child may need being given in an emergency <input type="checkbox"/> my child being filmed or photographed during the activity, with the possibility that these photographs/media recordings may be used for publications or marketing purposes Note: if consent is not given, Manchester Literature Festival will not use any images taken during the activity that contain the young person.	
Consent information young person. I agree to: (please tick)	
<input type="checkbox"/> taking part in the activity <input type="checkbox"/> talk to Miriam, Children & Young People's Programme Coordinator at the Manchester Literature Festival if I am not comfortable at any time during the activity so they can help me or arrange for me to do something else <input type="checkbox"/> Manchester Literature Festival keeping a record of this form so they have the information they need to keep me safe during the activity <input type="checkbox"/> receiving any emergency medical treatment that I may need <input type="checkbox"/> being filmed or photographed during the activity. I understand that the photographed or film might be used to tell other people about what Manchester Literature Festival does. Note: If I don't agree to this Manchester Literature Festival will not use any images of me.	
Signature of young person :	
Print name young person:	
Date:	
Signature of parent / carer:	
Print name parent / carer:	
Date:	

Please return form by February 4th 2020 to: miriam@manchesterliteraturefestival.co.uk or post to Miriam Wild, Children & Young People's Programme Coordinator, Manchester Literature Festival, 5 Oak Street, Manchester M4 5JD.

If you have queries about the project please contact Miriam (or ask someone to do this on your behalf): miriam@manchesterliteraturefestival.co.uk / 0161 832 5502