# GROUP VISIT REQUESt FORM Barcelona

## **British Education Fair 2017**

Please complete this form, sign it and return to [isabella.petith@britishcouncil.es](mailto:isabella.petith@britishcouncil.es)

|  |  |  |
| --- | --- | --- |
|  |  |  |
| **Name of school** |  |
| **Name of staff member** |  |
| **E-mail** |  |
| **Mobile phone number** |  |
| **Number pupils in group** |  |
| **Year group** |  |
| **Preferred date and time for visit (please tick)**  We will try and allocate your preferred time but will work on a first come first served basis | Thursday 19 □   |  |  | | --- | --- | | **10:00** |  | | **10:30** |  | | **11:00** |  | | **11:30** |  | | **12:00** |  | | **12:30** |  | | **13:00** |  | | **16:00** |  | | **16:30** |  | | **17:00** |  | | **17:30** |  | | **18:00** |  |   Time: |
| **Any other comments** |  |

## **Child Protection Information**

The British Council believes that all children have potential and that every child matters – everywhere in the world. The British Council affirms the position that all children have the right to be protected from all forms of abuse as set out in article 19, UNCRC 1989.

The British Council will operate a help desk at the Education Fair on the 19 and 20 of October. We ask that schools ensure that all young people attending the fair are aware that they can contact the staff at the help desk at any time.

Schools must accept responsibility for the safety, well-being and good conduct of their students at all time. All students under the age of eighteen should have authorisation from parents / guardians to attend.

During the event there may be media and official British Council photographers. If anyone from your group does not wish to be recorded or photographed please contact staff at the British Council help desk on arrival.

**Data Protection Notice**

Pursuant to Spanish Data Protection law, the personal data you provide on this form will be added to filing systems and processing operations registered with the Spanish Data Protection Agency by the British Council as Data Controller, for the purpose of organising this event. We will not disclose your details to third parties for commercial or other reasons.

You can exercise your rights by emailing us at [data.protection@britishcouncil.es](file:///\\\\ESMAD1BFP003\\groups$\\it\\Data%20Protection\\Clausulas%20Recogida%20Datos%20(FCNs)\\Exams\\data.protection@britishcouncil.es), including some form of ID verification.

By signing this form you authorise the British Council to process your data in the terms established in this notice.

Signed:

Print name:

Date: