



Clare County Council

Reference No.: _____

Swimming Lesson: _____

Commencing on: _____

Applicant's Name: _____

Address: _____

AGE: _____

Parent/Guardian Name: _____

Address (if different from above): _____

Have you partook in this programme previously: Yes No

Level completed: _____

Medical condition relevant to partaking of a swim lessons programme:

Yes No

Details: _____

Emergency Contact details:

Name: _____

Contact number: _____ **Relationship:** _____

Alternative emergency contact name: _____

Contact number: _____ **Relationship:** _____

In the case of a medical emergency I give my permission to call the emergency services and/or medical practitioner to administer medical treatment to the applicant named above. I confirm the applicant named above is medically fit to partake in the swimming lesson programme. I confirm the alternative emergency contact details provided herein are given with the consent of the person named.

Signed: _____ (parent/guardian) **Date:** _____

Swimming competence

Complete beginner:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Confident in shallow water (≤1m):	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Confident in Deep water (≥1m):	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Can swim 5m unassisted:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Can swim ≤1 length unassisted:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Can swim ≥ 1 length unassisted:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>

This swimming programme is delivered by a third party service contractor (Brendan McGrath) for Clare County Council and to this end some of the personal data as provided in this application form (e.g. name, age, swimming competence, medical condition) will be shared with Brendan McGrath and/or his representative Claire McGrath to protect the vital interest of the participant in the programme.

By signing hereunder, you as the parent/guardian are consenting to the processing by Clare County Council of the personal data provided in this form, for as long as your child is participating in the swim programme.

I refer to the Privacy Statement Hereunder which is being made available to you in order that you are fully informed in relation to the consent you are giving for the processing of the personal data contained herein.

Signed: _____

Relationship to applicant: _____

Witnessed by: _____

Position: _____

Internal use only:

Class assigned to: _____

Paid by: Cash
 Debit/Credit card
 Other provide details _____

Receipt number: _____

Received on: _____

Signed: _____ **Grade:** _____ **Date:** _____

Privacy Notice

1. Privacy notice for the Juvenile Swimming Lesson Programme – Active Ennis

The council also has a Privacy statement which is a general document about how we approach data protection as an Organisation and is available on the council's website <https://www.clarecoco.ie/info/privacy-statement/> or on request.

In order to administer and provide a safe and efficient juvenile swimming lesson programme and to protect the vital interests of the programme participants, Clare County Council are required to collect and process the personal data of participants in the programme. In the main the participants are minors and therefore the information including 'personal data' is being provided by the participants' parent/legal guardian.

This swimming programme is delivered by a third-party service contractor for Clare County Council and to this end personal data as provided in the application form will be shared with the service provider to protect the vital interests of the participants in the programme.

2. Why do we have this privacy notice?

Clare County Council (Data Controller) has created this privacy statement in order to demonstrate our firm commitment to privacy and to assure you that in all your dealings with Clare County Council that we will ensure transparency and security of the personal data you provide to us.

Contact Details of the **Data Protection Officer:**

Telephone: 0656846405 or (065) 6846200
Email: DPA@clarecoco.ie
Post: Áras Contae an Chláir, New Road, Ennis,
Co. Clare V95 DXP2

3. Legal basis for the processing of personal data as part of the Juvenile Swimming Lesson programme

The legal basis for the personal data processing under GDPR is provided by articles 6(1) (a), (b) and (d).

6 (1) (a) the data subject (through their parent/guardian) has given consent to the processing of his or her personal data for one or more specific purposes; The data subject has the right to withdraw his or her consent at any time. The withdrawal of consent shall not affect the lawfulness of processing based on consent before its withdrawal.

6 (1) (b) processing is necessary for the performance of a contract to which the data subject is party;

6 (1) (d) processing is necessary in order to protect the vital interests of the data subject or of another natural person;

Because special category data (medical condition) may be involved in the case of some data subjects, legal basis is also provided for under Article 9 (2) (a), the data subject (through their parent/guardian) has given explicit consent to the processing for a specified purpose.

4. Purpose of the processing

The personal data is being processed in order to run the swimming lesson programme safely and to provide for an effective response to be delivered in the event of an emergency for the participant.

5. Types of Personal data required

In advance of completing the application form for participation in the Juvenile Swimming Lesson programme you should read this privacy statement and the application form taking care to answer all of the questions fully where these are relevant to you. Failing to provide the data and fully complete and sign the form will render your application void.

Applicants are required to provide information on the following categories of personal data

- Personal details (name, address, phone number) of participant and parent/guardian
- Additional name and contact number in case of emergency
- Relationship of emergency contact to the applicant
- Age of participant
- Medical condition of participant relevant to participation in the swim programme
- Swimming competence

6. Recipients of the personal data - How your personal data will be used/processed by Active Ennis

As the lesson programme is provided by a third-party service provider (Brendan McGrath) for Clare County Council, relevant data about the participant (name, age, medical condition) will be shared with the service provider to enable the lessons to be managed and to protect the vital interest of the participants. The data provided will be used to ensure the programme participant is matched to the correct lesson programme.

Personal data provided will be stored in hard and soft copy by Clare County Council. Hard copy files will be stored in locked cabinet and the soft copy information will be password protected.

7. Records Retention Policy

Clare County Council will retain the record for 5 years (or as long as the child is a participant in the programme).

8. Your Rights

Data subjects have privacy rights: the right to request access to an rectification or erasure of personal data or restriction of processing concerning the data subject or to object to processing as well as the right to data portability. The Council has a policy and procedure for the exercise of these rights.

9. Right of Compliant to the Office of the Data Protection Commission

If you are not satisfied with the outcome of the response you received from Clare County Council in relation to your data rights or if you have complaint to make about your data handling, then you are entitled to make a complaint to the Data Protection Commission who may investigate the matter for you.

The Data Protection Commissions website is www.dataprotection.ie or you can contact the Office at:

Lo Call Number: 1890 252 231

E-mail: info@dataprotection.ie. www.dataprotection.ie

Postal Address: Data Protection Commission
 Canal House
 Station Road
 Portarlinton
 Co. Laois
 R32 AP23