



Starter form to be completed by parents/carers of young members aged 14-17 years

This form should be used by parents/carers of:

Rangers

Rangers is for young women aged 14-18. Being a Ranger offers a huge variety of opportunities - make friends, travel abroad, learn new things and get your voice heard on issues that you care about. You can also volunteer with other Girlguiding units in your area.

Young leaders

Help girls make the most of their time in Rainbows, Brownies and Guides.

Peer Educators

14 - 25 year olds who help Brownies, Guides and Rangers explore important topics. As young people they use their own experience to bring the subject to life.

Advocates

Join Girlguiding's youth panel to discuss the issues that matter to our members and help to do something about them.

Young external volunteers

Get new skills, inspire girls and have fun all whilst working towards the volunteering section of an external scheme.

What does it cost?

All Girlguiding groups (known as 'units') charge subscriptions or 'subs' to cover the costs of equipment, activities and hiring the meeting place. These can be paid weekly, monthly or each term. There's also an annual subscription paid by all members that covers the day-to-day running of our charity and your local guiding area. This is sometimes included in unit subs.

Because all Girlguiding units are different costs can vary. For Rangers the unit leader will let you know the costs for your unit and when these can be paid. There's usually an extra charge for special activities, days out, residential events and holidays. Your unit leader will share all the information you need about these in advance so look out for more information. Those who are in volunteering roles usually are not required to pay subs.

We try to make guiding affordable for all girls and young women and there's help at hand if you can't meet the costs. If you're concerned about any of these costs, speak to your unit leader and she can tell you about ways we can help, including our grants.

As Girlguiding is a charity, if you pay income tax we can use Gift Aid to claim 25p for every £1 you give us, including your child's subs. So we'd really appreciate it if you could sign the Gift Aid form on p7: the extra money will go straight back to your child's unit.

What you should do to support your young person and the volunteers at the unit?

All of our units are run by volunteers who give up their time to create an environment that empowers young members to be the best that they can be. The Girlguiding community treats everyone with respect and dignity and values the support that parents/carers can give to help to set positive examples. You can help and support your young person and the volunteers at your unit by:

- Encouraging your young person to get involved.
- Checking with your young person to make sure that they have let the unit leader know in advance if they are unable to attend.
- Make sure that you tell your young person if you change your personal details so that they can update them on the membership system and inform the unit leaders of any changes. This will ensure the young person's safety.
- Ask your young person about information and paperwork (such as consent forms) so that they can be returned promptly and payments can be made on time.
- Positively reinforcing our ethos of treating all people with respect and dignity.

All 14 - 17 year olds in a volunteering role will be asked to undertake safeguarding training as part of their role. If you have questions or concerns about this please speak to your leader or activity co-ordinator.

Parent/Carer permission to take part in activities

This will need to be given by you until they turn 18 and includes activities at regular meetings and for outings and special events. Please check with your young person for any paperwork. If you have questions or concerns about this and your young person is a Ranger, young leader or young external volunteer please speak to your leader. For peer educators and advocates you should contact the activity co-ordinator.

The sections on this page should be filled in as appropriate for Rangers, young leaders and young external volunteers. This page is not applicable for peer educators and advocates.

Unit details

Unit name	
Meeting place	
Meeting day/ time	
Unit email	
Facebook/ twitter	

Unit subscription details

How often it is paid		
How much		
It _ the Girlguiding annual membership subscription	includes	
	excludes	
	partly pays for	
You can pay it by		

Leaders

Unit main contact			
Landline		Mobile number	
Email			
Unit secondary contact			
Landline		Mobile number	
Email			

Area support

Your child's unit is part of a wider Girlguiding family

Her unit is part of		
This is within		County
In		Country/ Region

We take your concerns seriously. If you ever need to talk about an issue with someone other than your unit leader contact the local commissioner in the first instance, or our national support team through our website: girlguiding.org.uk

Local commissioner

Name	
Phone number	
Email	

Buying guiding uniform, gifts and resources

To find your nearest Girlguiding or volunteer shop ask your leader, call 0161 941 2237 or visit girlguidingshop.co.uk > Shop Locator.	Your local shop
You can buy your guiding essentials online at girlguidingshop.co.uk	
To order by phone from your latest Guiding Essentials catalogue call 0161 941 2237.	
For any buying queries please email us at tradingshop@girlguiding.org.uk	

Once completed please pass pages 1,2 and 3 to the applicant's parent/carer

What will you do with my data?

It's simple. We need the information you share with us to run our exciting activities and to satisfy our legal responsibilities. We'll keep it safe for as long as your child is an active member. We promise we'll only share your information if:

- you ask us to
- the law requires us
- in order to comply with our policies so your child can enjoy an activity safely
- it's in the public interest

Don't worry - we'll never sell your data or share it for any other reason.

Girlguiding is the registered data controller* for all our members' personal information, both in the UK and around the world.

Want to find out more about how we use your information - and your rights?

Visit [girlguiding.org.uk/privacy notice](https://girlguiding.org.uk/privacy-notice)

* The organisation that manages and looks after your data

Once completed please pass pages 1,2 and 3 to the applicant's parent/carers

Essential Information

Young person's name

Parent/carer details

This must be the person who has legal responsibility for this member. This person must sign this form.

Compulsory field

Name			
Relationship to young person			
Address			
Landline		Mobile number	
Email			

2nd Parent/carer details - complete as required

Name			
Relationship to young person			
Address			
Landline		Mobile number	
Email			

3rd Parent/carer details - complete as required

Name			
Relationship to child			
Address			
Landline		Mobile number	
Email			

Emergency contact details (person to contact if parent/carer above is not available)

Compulsory field

Name			
Relationship			
Address			
Landline		Mobile number	

2nd Emergency contact (person to contact if parent/carer above is not available)

Complete as required

Name			
Relationship			
Address			
Landline		Mobile number	

Once completed please ensure the information on this page is recorded on GO.
Paper copies should be securely destroyed

In addition to the information that you have supplied on this form your young person has been asked to complete the following information (as appropriate) on the Girlguiding membership system, called GO.

They can login at go.girlguiding.org.uk where they will also find help guides for filling in their information.

- Full name, preferred name and date of birth
- Home address, email address, telephone numbers (mobile and/or landline)
- Parent/carer details and an emergency contact
- School
- Details about how they get to and from unit meetings
- Any relevant health information
- Photographic preferences

It is very important for the safety of everyone involved with Girlguiding that all these details are kept up to date. In order to maintain this we ask that you check with your young person that these are correct and make sure that any changes to your details are communicated to your young person and the unit leader (if appropriate).

Communications

To deliver good quality guiding, local leaders will need to communicate with members or young member's parent/carer. We need to be able to tell you the information, that you need to know, so together we can participate in great local guiding. The unit leader may also need to contact you about any last-minute changes to our plans. Please speak to your unit leader to find out more.

Phone numbers

I am happy for my child's leader to store my telephone number on her personal mobile phone

Confirmation

I confirm that the information that I have provided for this form is correct at the time provided and that I have read the information about supporting my child and the unit volunteers. I am happy for Girlguiding to contact me in the ways I have indicated above. I understand that the Girlguiding community treats everyone with respect and dignity and I understand my role in helping to uphold the values of Girlguiding.

Name of young person	
Parent/carer name	
Signature	
Date	

Volunteering

We couldn't do any of the work without our volunteers. Every extra adult helping out makes a massive difference - is this something you'd consider? Girlguiding could not run without our volunteers, we have a variety of different roles, if you can help out once a term, once a year or share a skill.....

We understand that this won't be possible for everyone, any support you can offer will be warmly welcomed.

Are you willing to help at meetings	Regularly	Occasionally	Never
Can you help occasionally with any of the following?	Transport	Activities	Camps or holidays
Other - if you have interest, skills, equipment or anything else that you'd be prepared to share with your young person's unit at some point, we'd love to hear from you. Please give details			

You can also register your interest to volunteer on our website at Girlguiding.org.uk/interested

Once completed this page should be kept in a secure location for the duration of membership +1 year

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Gift Aid Declaration

Boost your donation by 25p of Gift Aid for every £1 you donate

Gift Aid is reclaimed by the charity from the tax you pay for the current tax year. Your address is needed to identify you as a current UK taxpayer.

Money that you donate via Gift Aid goes directly to help your child's unit.

Name of young person

Past, present and future donations to Girlguiding

Unit name

If the unit you wish to donate to is in England or Wales please complete this box (not all units in E&W have a charity number - if this is the case leave blank).

Unit Charity number if applicable

- Do not enter the central Girlguiding charity number unless you wish the central charity to receive the Gift Aid.

If the unit you wish to donate to is in Scotland or Northern Ireland and is registered with the charity regulator (OSCR or Charity Commission NI) please complete this box.

Scottish Charity Number/Unit Charity registration number

- Do not enter the central Girlguiding charity number unless you wish the central charity to receive the Gift Aid.

EVERYONE should complete this box. Compulsory field

Please treat as Gift Aid donations all qualifying gifts of money made

Today

In the past four years

In the future

I am a UK taxpayer and understand that if I pay less income tax and /or capital gains tax than the amount of Gift Aid claimed on all my donations in that tax year, it is my responsibility to pay any difference.

Donor's details (please print in black ink)

Title

First name or initials

Surname

Address

Postcode

Signature

Date

Please notify Girlguiding if you:

- Want to cancel this declaration
- Change your name or home address
- No longer pay sufficient tax on your income and /or capital gains

If you pay income tax at the higher rate or additional rate and want to receive additional tax relief, you must include all your Gift Aid donations on your self-assessment tax return or ask HM Revenue and Customs to adjust your tax code.

Once completed this page should be kept in a secure location for 7 years and then securely destroyed