

## Rotary Young Citizen Award Nomination Form 2023/2024

Please read the Rotary Young Citizen Awards Information Pack before completing this form. By signing this form, you confirm you have read, understood and agreed to the contents of the Information Pack and Privacy Notice overleaf. **Please note this official nomination form, once completed, will be used throughout.**

**Please complete and return this nomination form to the Rotary club you received it from and by the date they have specified.**

If the nomination is for a group, an individual nomination form **must** be completed for each nominee and signed by a Parent/Guardian, if applicable. The supporting information for the group only needs to be attached once but each individual nomination form must clearly indicate this.

Nominee Name (please type or use CAPITAL letters)	Age on 31 <sup>st</sup> Aug 2023:
If a Group is being nominated the name of the Group	

<b>Nomination for</b> (please tick): Rotary Young Citizen Award Rotary Young Citizen Environmentalist Award Rotary Young Citizen Peacemaker Award Rotary Young Citizen Sporting Hero Award	<b>Individual or Group Nomination</b> (please tick): Individual                      Group
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### Nominee Contact Details

(only to be completed by Nominee if they are 18 years of age at the time of signing this form and legally eligible to give consent)

Nominee Contact Email:	Tel No:
Please specify any allergies or special dietary requirements:	Accessibility or other special requirements:

### Rotary Club Details

Endorsed and Sponsored by Rotary Club of:	District Number:
Rotarian Contact Name:	Email:
	Tel No:

**Nominees under the age of 18 when this form is completed or who are 18 years of age and over but not legally eligible to give consent, must get a parent/guardian signature to give permission for the following. If the Nominee is 18 years of age, and legally eligible to give consent, when this form is completed, they are giving permission themselves):-**

- for the named Nominee to take part and be identified in the award.
- for the information on this form to be used throughout the awards process and shared in accordance with the Privacy Notice with appropriate award organisers.
- Official event photography and videos may be made for publicity including Rotary clubs, districts, clusters and Rotary GB&I websites, social media, member magazines and may be shared with the media. Please tick the appropriate box below.**

Agree

Disagree

By signing this form, you are also acknowledging that you have read and agree to the Privacy Notices referred to on the reverse of this form in respect of the use of personal information.

### Parent/Guardian Contact Details

(only to be completed by Parent/Guardian if Nominee/Group Contact is a minor, under the age of 18 years of age at the time of signing this form)

Parent/Guardian's Email:	Parent/Guardian's Tel No:
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<b>*Parent/Guardian/Nominee (Print Name):</b>	<b>**Signature:</b>	<b>Date:</b>
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*\*delete as appropriate    \*\*Nominee may only sign this form if they are 18 years of age or over and legally eligible at the time of signing this form*

## Privacy Notice – Rotary Youth Competitions and Awards

*[For the purpose of this privacy notice, Rotary International in Great Britain & Ireland (Rotary GB&I) also includes Rotary clubs and districts and their members. The use of the term ‘you’, ‘your’ also means that of the Entrant/Nominee where the competition/award Nominee is a minor, i.e. under the age of 18 years or 18 years of age and over but not legally eligible to give consent].*

Members of Rotary GB&I (“we”) value the trust you put in us to process your personal information and will always be open and honest about the information we collect and how we will use it. We will never do anything with your personal information that you wouldn’t reasonably expect us to in relation to the Rotary Youth Competitions and Awards and we will always take every effort to protect your privacy.

The Rotary GB&I Privacy Notice is available on our website, <https://www.rotarygbi.org/privacy-policy/>, and explains how we collect, process and share personal information. This ‘Privacy Notice – Rotary Youth Competitions and Awards’ is supplementary to the general Rotary GB&I Privacy Notice and explains in more detail how you can expect your personal information to be specifically used in relation to the Rotary Youth Competitions and Awards.

### How we use your personal information for Rotary Youth Competitions/Awards

1. We are collecting your personal information (and that of the Entrant/Nominee if a minor, or not legally eligible to give consent) for the organisation and administration of the Youth Competitions/Awards only, it will not be used for any other purpose.
2. Your name and image may also be used for publicity purposes, e.g. the Awards Presentation Ceremony programme, press releases and Rotary GB&I websites, social media platforms and magazine. You may also be contacted by Rotary public image officers who will discuss with you any media opportunities, e.g., interviews and videos, at any part of the Awards process. Where the nominee is a minor, or not legally eligible to give consent, only the parent/guardian will be contacted.

### Providing your personal information to others for Rotary Youth Competitions/Awards

3. Your personal information will only be shared with others that require it for their role/the services they provide for the organisation and administration of the Rotary Youth Competitions/Awards events. Initially, this will be at club and/or district level but should the nominee be identified as a winner, or in the case of the Rotary Young Citizen Awards be endorsed by a Rotary club for submission to Rotary GB&I, the information will also be shared with those relevant organisers.
4. Depending on the Rotary Youth Competition/Award, it may be necessary to share some of your information with third parties such as providers of venue hire and catering services. Under such circumstances only the minimum amount of information for the third-party service will be provided, e.g. for caterers, only the name and allergy/special dietary requirement will be disclosed, no other information. Third parties, including providers of venue hire and catering services, are subject to the same legislation and privacy guidelines.

### Retaining and deleting your personal information

5. All reasonable steps will be taken by those concerned to ensure the personal information they have access to is kept securely and will not be shared with anyone who does not have a legitimate reason to have access to it in relation to the organisation and administration of the competitions/awards.
6. For all Rotary Youth Competitions/Awards, personal information will be kept on file for 3 months after the date of the national final or event for that specific competition/award. After this date, the information will be securely destroyed (either by shredding, incineration or deletion from electronic devices) at club, district and national level. This timeframe is necessary to allow for any disputes to be settled before the personal information is destroyed.

By signing the front of this form, you are acknowledging that you have read and agree to the Privacy Notices in respect of the use of personal information for yourself (or on behalf of the child or person over 18 who is not legally eligible to give their own consent, where applicable).

## Continuity sheet with supporting Information

If the nomination is for a group of young people then a separate nomination form needs to be completed by each nominee whilst the continuity sheet with supporting information **only needs to be submitted once for the entire group.**

If the nomination is from a group or individual other than a Rotary club it must be submitted to a Rotary club for their consideration for endorsement. That Rotary club should complete an additional continuity sheet with any further information they would like to provide to support their endorsement of the nomination they have received.

Nominee Name (please type or use CAPITAL letters)	
If a Group is being nominated the name of the Group	
Name and contact details of person / group making this nomination:	Email:
	Contact Number:

Please explain (briefly) on this continuity sheet (and continue on to a further page if necessary), if possible, in a typed format, why you have made this nomination. Include any information on the nominated person/group which demonstrates evidence of 'good citizenship' related to this nomination. The nomination should be associated with a current project, initiative or activity demonstrating good citizenship and should state how the young people are actively involved in it.

Please attach any photographs, newspaper articles, etc. that usefully support the nomination but don't rely on newspaper items as the only evidence of work done by the nominee.

Information can include endorsements/statements from the young people's school or from organisations or people who have benefitted from their help, charity numbers, schemes which are up and running and speaking to those involved. Also obtaining statistics, financial figures if relevant, etc. The nominee can also produce a video of his/her work/project as part of the application, use of a mobile phone is acceptable.

<b>Supporting Information:</b>
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