

**Step on Trend – Online Competition and video project – filming permission form**

Step into Dance/ the Royal Academy of Dance (RAD) does not process photographs, video, audio (sound) recording or any other images of anyone without prior written consent. In case the person on the photo, video, audio (sound) recording or on any other image is under the age of 18 or is a vulnerable adult Step into Dance/RAD needs written consent of their parent/guardian/legal representative.

By signing this form, you agree to give Step into Dance/RAD your permission, or you agree to give permission as a parent/guardian/legal representative for a child or vulnerable adult, to be filmed as part of the Step on Trend video project and online competition for Step into Dance/RAD.

All films will be recorded on participants own devices and sent it to the Step into Dance team to be used as part of the project. Individual videos will be shared on Step into Dance social media and be put forward for use in the montage film. The video entries will be shared with the four Step into Dance judges at the end of each week for judging. Judges will not be able to download or share the films, this will remain with Step into Dance.

Step into Dance/RAD will be reproducing the photographs/footage for the following purposes, and we may share them with our partners/sponsors to use such as the Jack Petchey Foundation:

* As promotional material in Step into Dance/RAD publications (print and digital)
* On the Step into Dance/RAD website and social media channels
* To distribute to press and media outlets to use in their print/digital publications and on their social media channels, as requested.
* To be recorded for internal Step into Dance/RAD purposes
* To be shared with RAD staff and students for training/educational purposes
* To be transferred into an RAD heritage archive

By signing this form, you will give Step into Dance/RAD permission as a parent/guardian/legal representative or for yourself to use the video footage/audio of yourself or of your child/ward for the purposes listed above. Step into Dance/RAD will only keep and use the footage/audio for as long as is appropriate for business purposes (this means, for as long as we need to have access to the files in order to operate as a company). In this instance this means 5 years.

Rest assured that all information you have provided to Step into Dance/RAD is private and confidential; your personal details will not be shared without your full knowledge and your written permission. No monetary fee will be granted for appearance in the video footage and being filmed does not guarantee that you will be featured in the final edits.

Please complete the fields below.

* ***I confirm that I want to participate in the Step into Dance/RAD Step on Trend video project.*** *I give permission for Step into Dance/RAD to use the footage as outlined in this form.*
* ***If under 18, I confirm that my child/ward can participate in the Step into Dance/RAD Step on Trend video project.*** *I give permission for Step into Dance/RAD to use the footage as outlined in this form.*

**Name and signature of participant**:  
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**Name and signature of parent/guardian/legal representative if participant is under 18 years:**

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**Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_