Thank you for agreeing to be part of a case study.

We always want to improve how we deliver services and support to people. It is therefore important that we learn from examples of good practice or from when things could have gone better.

For us to capture and share your case study, we need your permission. Before we publish your story we will:

* Anonymise your story if you would like us to.
* Share our final version with you to check before we publish it any further.
* Give you a copy of the final version.

By completing this form, you give us permission to use your story.

|  |  |
| --- | --- |
| Full name |  |
| Address |  |
|  |  | Postcode |  |
| Telephone |  |
| Email |  |

**What will my story be used for?** (Please tick the options you are happy with)

**Presentations:**

**Websites:**

**Social media:**

**Publications:**

**Print and online media:**

**Television and radio:**

**Can I remain anonymous?**

You can choose to have your real name published with your story or remain anonymous (in which case, we will use a false name). Please tick one of the following options:

I am happy for my real name to be used I do not want my real name to be used

Please tick this box if you do NOT want to be featured in imagery or video footage

Are there any identifying features you do NOT want included? *For example, your location or age*

Please let us know if there are any ways in which you do NOT wish to be represented or described:

**I am happy to give my permission**

Please sign this form to show you are happy to give permission for your story to be used by us for the purposes outlined above. Your story will continue to be used unless you ask to stop using it.

Signature Date

If you are under 18, we need written permission from a parent, guardian or responsible adult.

Signature of

parent/guardian

 Date

**Data protection:** The information that you provide here will only be used to contact you about sharing your story. We will not pass the details recorded on this form on to any other organisation without your permission. We will not store your data for as long as we are using your story.