

Management Policy

Participants' Information Brave Art

Suffolk Artlink works to improve the quality of life of people of all abilities through taking part in engaging and inspirational creative activities.

Suffolk Artlink's Brave Art programme provides opportunities for people with learning disabilities to develop creative and life skills through a modular arts training programme. Additional Taster and Explore days offer participants an introduction to a creative artform and progression onto the fifteen week part-time courses.

In order to manage and deliver this programme it will be necessary to record information about participants.

The participant information deemed necessary to manage Brave Art safely are as follows:

- Name
- Date of birth
- Are there any medical conditions we should be aware of?
Emergency contact telephone number
- Doctor's name
- Doctor's address
- Doctor's telephone number

This information will be obtained as part of the Brave Art course module induction and managed in accordance with Suffolk Artlink's Statement of Safe Storage of Records and the Data Protection Policy.

The policy review date is May 2021.

Authorised by Alex Casey (Co-Director)

Date: 11/05/2020