



# **STAY-AT-HOME! FESTIVAL**

## **Image Consent for the Stay-at-Home! Festival**

As part of the Stay-at-Home! Festival, the festival team will be taking photographs and video recordings of the festival sessions on Zoom.

Paper Nations has partnered with the Stay-at-Home! Festival. The photographs and video footage will contribute to the continued success of the festival and Paper Nations research and activities.

The images captured are part of a wider evidence gathering, research and evaluation process. As such, it's important that we explain how we will use the information and data we gather and that we open a channel of communication regarding information use.

## **Data storage**

The information you share with us will be collated electronically, including any contact details and personal information that you provide.

Information collected by CJ Cooke will be stored on an external hard drive at Glasgow University and may be shared with the Paper Nations team.

Information collected by or shared with the Paper Nations team will be stored on an external hard drive and will be securely locked away. We may also store the data electronically on the Bath Spa University Server.

Only members of the Stay-at-Home! Festival, Paper Nations and valid researchers will have access and only when it is necessary, for instance to contact you to request a follow-up response about your experience.

You are able to withdraw your personal data at any time, or to correct any mistakes, by contacting [j.nissel@bathspa.ac.uk](mailto:j.nissel@bathspa.ac.uk).

You can find information about Bath Spa University's Data Protection Policy online:



<https://www.bathspa.ac.uk/about-us/governance/policies/data-protection-policy/>

## **Consent to share**

*Applies to events from the 4th of April 2020*

In order for us to make the best use of the information we have gathered from the video, we need to share it with our research and evaluation partners and also to reproduce reports and bids for the festival and for Paper Nations' funders, Arts Council England.

Anything you share may be included within the video we are making, along with your name and personal details. Your name will not be shared outside the research team and its data processors unless you give your explicit consent.

Additionally, we may also use anything you say within our own written reports and research outputs - the contents of your answers may be quoted and/or summarized, with or without your name. We will not use your name without your written consent.

If you provide written explicit consent, your image, quote or voice may also appear within Paper Nations publications and other media outputs. Please note we avoid using surnames where possible and never use full names of those under the age of eighteen.

You will not receive any financial compensation for participating as a case study in this research.

By taking part in the festival, you hereby agree to the above, unless clearly expressed to the festival team. Should you wish to change your consent in regard to the use of your image, name, or details, please get in touch on [j.nissel@bathspa.ac.uk](mailto:j.nissel@bathspa.ac.uk).

Thank you for making this contribution to the work of the Stay-at-Home! Festival and Paper Nations. If you have any further questions about the research or the use of your information, please contact: [j.nissel@bathspa.ac.uk](mailto:j.nissel@bathspa.ac.uk).