

AUDIOVISUAL RELEASE FORM

‘Perceptions and Understandings of Mental Health in Kent’s Sikh Communities: An EtHNogrAphic Study (PUCHNA – ਪੁੱਛਣਾ - to ask)’

Thank you for agreeing to be involved in this project, led by the Centre for Health Service Studies at the University of Kent. This form gives the research team the right to use your photograph, voice recording or video for the purpose of promoting this work and for reporting.

By signing this form, you consent to the use of your audio-visual likeness for the following activities and purpose:

Activities	Share photos and videos of your participation and any creative work produced in the project with your audio-visual, graphic and photographic likeness (e.g., in reports, presentations or online.)
Purpose	Use for promoting the project events (e.g., to community organisations, charities, or businesses) and reporting on engagement (e.g., to funders, policy makers or local authorities) across all media (e.g., electronically, in print and online).

You confirm that the University of Kent can, on behalf of project:

- store copies of any photograph/recording for as long as necessary to fulfil the purpose
- store your contact details on its databases for the purpose of contacting you if necessary

The University of Kent will process the photograph/recording and your contact details and any related personal data in accordance with the Data Protection Privacy Notice included on the back.

Should you want to withdraw your consent, you can do so before we share the information, and you do not need to explain why. Anything you have already shared will be used for research unless you say otherwise. Email the lead researcher (ar832@kent.ac.uk) promptly, mentioning your name and the materials you are retracting consent for. Once the study's results are published online, at conferences, or in academic journals, you cannot retract the information.

Contributor’s name: _____

Contributor’s signature: _____

Date: ____ / ____ / ____

AUDIOVISUAL RELEASE FORM

RESEARCH PRIVACY NOTICE

The School of Social Policy, Sociology and Social Research (SSPSSR) at the University of Kent uses personal information to conduct research.

INFORMATION WE HOLD

Personal information that may be held:

- Name, address, contact details and date of birth
- Special Category (such as gender, age, ethnic group)
- Relevant medical information.

HOW YOUR INFORMATION MAY BE USED

When you agree to take part in a research study, we will use your data in the ways needed to conduct and analyse the research study. The University Charter sets out that 'the objects of the University are to advance education and disseminate knowledge by teaching, scholarship and research for the public benefit' (paragraph 3). Health and care research should serve the public interest, which means that we have to demonstrate that our research serves the interests of society as a whole. We do this by following the UK Policy Framework for Health and Social Care Research.

WHO THE INFORMATION MAY BE SHARED WITH

Personal data will not be shared without consent from participants.

HOW LONG DATA IS STORED

We are committed to only keeping personal data for the minimum time necessary to fulfil the life span of individual research projects purposes, (for greater detail please refer to the individual "Research Project Data Management Plan")

Personal data that is no longer required will be destroyed securely. See the University's Records Management Policy.

YOUR RIGHTS AND COMPLAINT PROCESSES

Your rights to access, change or move your information are limited, as we need to manage your information in specific ways in order for the research to be reliable and accurate. If you withdraw from the study, we will keep the information about you that we have already obtained. To safeguard your rights, we will use the minimum personal information possible. If you wish to raise a complaint on how we have handled your personal data, you can contact our Data Protection Officer (datapro@kent.ac.uk), by completing the form online or by writing to Information Compliance, Room P1.03 Darwin College, University of Kent, Canterbury CT2 7NY, who will investigate the matter. If you are not satisfied with our response or believe, we are processing your personal data in an unlawful manner you can complain to the Information Commissioner's Office (ICO).