

**INSTITUTIONAL CONSENT FORM**

**The Connecta Project**

**Short multilingual film competition**

Connecta is a project that aims to encourage the learning and practice of modern foreign languages through creating film. Schools can use a variety of learning packs on aspects of filmmaking and accessibility produced by a team of academics, research students and student interns at the University of Roehampton.

Schools may use the learning packs provided to guide their students through the production of a short multilingual film, although it is not compulsory to use the resources provided by the University of Roehampton.

Schools taking part in the project will not be anonymous. Learning packs and video tutorials will be distributed to schools via the online platform Google Classroom. Teachers from each participating school will be enrolled on the Google Classroom site and their email addresses may show their name or school. Students taking part in the project for each school will not be anonymous, as they may appear as actors in the films and their names may appear in film credits.

When schools enter the competition, the films will be viewed by a panel of staff and students from the University of Roehampton. Shortlisted films will be shown at a film festival at the University of Roehampton. Attendees will include teachers and students from participating schools as well as members of staff and students from the University of Roehampton.

During the film festival, photos and film clips may be used to promote the project via social media, the University of Roehampton and Creative Multilingualism websites and images may appear on documentation following the project.

There is no compulsion to participate in the Google Classroom, nor enter the competition. Schools may decline to participate or withdraw at any point.

All information from this project and collated anonymous information from participating schools could be used for academic purposes such as in conferences, meetings or lectures.

Schools must submit the film entry form with their film submission and complete this consent form in order to enter the competition.

**Research Assistant contact details:**

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**Consent Statement:**

I agree that my school wishes take part in the Connecta short multilingual film competition and am aware that my school is free to withdraw from the project and competition at any point and without giving a reason. I understand the information my school provides will be treated in confidence and my school’s film/s will be held in accordance with the GDPR (General Data Protection Regulation) guidelines.

I consent to the University of Roehampton using the film produced by my school at the film festival and understand that the film will be viewed by the parties mentioned above. I understand that screenshots and short clips from my school’s film may be used to promote the film festival and may appear in documentation following the project.

If I have any concerns about any aspect of my school’s participation, I understand I can contact the Research Assistant via the email address provided above.

I confirm that my school has sought consent from parents/ guardians of participating students and sign on their behalf.

**Name of school:**

**Name of signee:**

**Signature:**

**Date:**