

## Places to Ride Community Cycling Hub – Participation Form

**Introduction:** Please complete this form in full. The information is required to meet the Places to Ride funding agreement terms. The information will be held in accordance with the Data Protection statement below.

<b>Day &amp; Date of Booking:</b>		<b>Time:</b>	
<b>Name &amp; Type of Event / Activity:</b>			
<b>Location / Venue:</b>	<input type="checkbox"/> Babbs Mill Park <input type="checkbox"/> Elmdon Park <input type="checkbox"/> North Solihull SC <input type="checkbox"/> Tudor Grange Park		
<b>Name of Hirer/Organiser:</b>			

### Session/Participant Information:

Number of Adults (18+)	
Number of Young People (10-17yrs)	
Number of Children (Under 10s)	
Number of Female participants	
Number of Male participants	
Number of participants who prefer to self-describe	
Number of people from white ethnic groups	
Number of people from ethnic minority groups	
Number of people with a disability or long-term condition	

### Additional Reporting Measures:

<b>Were there any accidents reported during the session? (If Yes please submit additional form)</b>
<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Were there any faults reported with the equipment during the session? (If Yes please submit additional form)</b>
<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Did you use any first aid supplies? If yes, please state what items were used &amp; how many so replacements can be organised</b>
<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Is there enough PPE available for use? E.g. hand sanitiser. If replacement PPE is required please state</b>
<input type="checkbox"/> Yes <input type="checkbox"/> No

### INFORMATION KEY \*

<b>Do you consider yourself to have a long standing illness or disability (i.e. more than 12 months and likely to continue)?</b>		
Long term illness Learning disability/ difficulty	Physical impairment Mental Health condition	Sensory impairment Other
<b>Ethnicity</b>		
<u>White:</u> English / Welsh / Scottish / Northern Irish / British Irish Gypsy or Irish Traveller Any other White background  <u>Mixed / Multiple ethnic groups:</u> White and Black Caribbean White and Black African White and Asian Any other Mixed / Multiple ethnic background	<u>Asian / Asian British:</u> Indian Pakistani Bangladeshi Chinese Any other Asian background  <u>Black / African / Caribbean / Black British:</u> African Caribbean Any other Black / African / Caribbean background  <u>Other ethnic group:</u> please state  <u>Prefer not to say</u>	

**Data Protection:** Once submitted to Solihull MBC your information will be held in accordance with the Data Protection Act and GDPR. For more details on how your information will be used, please visit our website: [www.solihull.gov.uk/About-the-Council/Data-protection-FOI/dataprotection](http://www.solihull.gov.uk/About-the-Council/Data-protection-FOI/dataprotection). The information will be used to evaluate the activities organised, improve the effectiveness of our services and show funders that we offer value for money. The details on this form will be input into a central Solihull Active database, held securely by [www.substance.net/views/](http://www.substance.net/views/) and/or Solihull MBC ICT servers. This information is used to produce anonymous reports which will be shared with our funders, British Cycling. The results of any analysis will be used to influence future project developments. We won't share these details with anybody else, and if you want to have your data removed then you can do this at any time by emailing us at: [solihullactive@solihull.gov.uk](mailto:solihullactive@solihull.gov.uk).