**High profile musical performance assessment application form**

**PURPOSE AND USE:** This form provides the information from a show to an assessor requesting assessment. This form must be provided to the assessor 3 months prior to the performance taking place. The event must not go ahead until the Lead Volunteer (or their nominee) has confirmed their approval.

**DATA PROTECTION:** This form is used to collect information about you and your show for the purpose of requesting assessment of your staged performance. As part of this form we collect personal data about you, this detail is required so that we can make contact with you in order to arrange the assessment. We do not share your personal data provided in this form with any third parties. We take your personal data privacy seriously. The data you provide to us is securely stored (based on local arrangements) and we will keep the data we capture from this form for 2 months after the assessment for any queries that arise then it will be securely destroyed. For further detail on our retention periods please visit our [Data Protection Policy](https://www.scouts.org.uk/about-us/policy/data-protection-policy/).

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| **Ensemble / Performance Information** |
| Name of ensemble / performance |  |
| Group / District / County delivering the ensemble / performance |   |
| Description of ensemble / performance (style, number of participants, age range) |  |
| Are Girlguiding members involved? | Yes / No |
| Ensemble / performance objectives |  |
| Dates and times of performance |  |
| Venue and address of performance |  |
| **Details of assessment**Please be as specific as possible.  |
| Do you have a specific event in mind that you need assessing for? |  |
| Is there a specific date for this event? |  |
| When do you wish to be assessed? Please give a number of options |  |
| Do you have a venue in mind?Please give address | Yes / no |
| Do you have an assessor in mind?If yes please provide name and email address | Yes / no |
| Is there any other information that you wish to tell us? |  |

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| **Requester**Assessment should be requested by the ensemble leader and in doing so must inform the Commissioner / Lead Volunteer. |
| Requester Name |   |
| Requester Role |   | Requester Membership Number |   |
| Date Requested |   |
| **Lead Volunteer**I confirm that I have approved the Performance and appointed the performance Chair in accordance with POR and the [Musical Performance Toolkit (FS120212).](https://www.scouts.org.uk/volunteers/running-your-section/programme-guidance/general-activity-guidance/creative-activities/musical-performances/) |
| Lead Volunteer Name |   |
| Membership Number |   |
| Date  |   |

Please send this application to the [National Performing Arts Support Team](https://www.scouts.org.uk/volunteers/running-things-locally/recruiting-and-managing-volunteers/scout-active-support/national-scout-active-support-units/) who will help you to find an Assessor.