

## **Chorleywood Scouts Privacy Notice**

Please read this privacy notice to see how Chorleywood Scouts will treat the personal information that you provide. This information is collected so that we can effectively and efficiently organise our activities for our members and so is sought under the “legitimate interests” basis outlined in the General Data Protection Regulations (GDPR) legislation.

### **Your Data:**

Why we need it, what we use it for and when we no longer need it

In order to ensure that we can keep you up to date about scouting programme activities and fund-raising activities we keep your child’s personal data and your contact data (including your name, address, telephone number and email address, and medical and dietary requirements of your child) These are held electronically in the Scout Management System (OSM). Your information will be used solely for planning, organising and administrating the activities of Chorleywood Scouts. The information will only be shared with those leaders as necessary and is shared with the National Association as part of our requirement to complete the annual census return.

You will have been asked at the point of providing that information whether you are happy for it to be used for this purpose: if you don’t think you have given your consent, or if you are unsure about any aspect of this, please contact:

Name: Llewelyn Watkins

At: [chair@chorleywoodscouts.org](mailto:chair@chorleywoodscouts.org)

You can withdraw your consent for all or any of these data uses at any time after you have given consent, by outlining your preferences in writing to the contact above.

Should any of your details change at any point, or should you wish for your details to be removed, please contact:

Name: Llewelyn Watkins

At: [chair@chorleywoodscouts.org](mailto:chair@chorleywoodscouts.org)

and the records will be amended accordingly without delay.

We will retain these details whilst your child is a member of the Scout Group. We will keep basic contact details (name and address) so that we can continue to contact you about social activities etc in the future. You may request your details be removed at any time by contacting the address above.

Parents may access the Online Scout Management system (OSM) in order to check the data that we hold.

### **Using our Website:**

When you visit our website, we may also collect, process and use information about you and your use of the site (which may not personally identify you), such as the how you arrived at our site. Such information may be collected through “traffic data” and may involve the use of cookies, IP addresses or other codes. You can block cookies by activating this option in your internet browser.

You can find more about cookies by visiting [www.Allaboutcookies.org](http://www.Allaboutcookies.org)

## **PHOTOGRAPHS**

Photographs are regularly taken at Scouting Activities. On occasions, photographs, videos and audio of Scouts taking part in activities may be submitted to the local newspapers, the Group, District or County newsletters, websites, or put on display.

Parents are asked for consent to:

- their child's image to be appear on notice boards in Scout HQ (which is sometimes open to the public)
- photographs to be shown on websites or social media groups which are passworded and only open to other parents and scout leaders
- photographs to be in printed media i.e. newspapers
- photographs to be used in scouting publications? (These publications may be printed or on-line)

We keep records of this consent and you can update your preferences at any time, or withdraw consent.

We will never publish children's names with a photo, unless specific consent has been sought and obtain in that instance.

Please note that we do not have control over photographs which may be taken by others, particularly in public places. Also we do not have any control over the way external photographers and media store images.

We ask parents and helpers to be respectful of others: they must not take photographs if requested by the subject or a Leader not to do so, and must not share any images (on social media or otherwise) without the consent of any children pictured and their parents.