

Data Protection, Photographing and Videoing of Scout Events



Dear Parent(s) / Guardian(s)

We regularly review our procedures within the Scout Group to ensure we comply with the relevant regulations from The Scout Association and our responsibilities under the Data Protection Act.

In order that we can maintain our records, we ask that you review the sections below and complete the check boxes and signature.

Data Protection

The Scout Movement in the United Kingdom is a membership organisation. To enable it to operate and to communicate with its members it is necessary to maintain records about them. This will include keeping details of name, address; date of birth, contact telephone numbers. We will also be keeping details of your son's/daughter's progress through Scouting (badges gained etc). Information held in our Scout Group may be shared from time to time within Scouting including the Headquarters of the Association.

In line with legislation from March 2000 which covers the protection and processing of personal data, adults and young people have the same rights under the Data Protection Act. The Act covers paper based (as well as computer based) information.

Certain information is classed by the law as 'Sensitive Personal Data' In a Scouting context, this may include information about your son's/daughter's:-

- Health. (to ensure that we are prepared for medical emergencies it is important that we hold relevant information.)

Please note that during events such as camps where Leaders take responsibility for the care of the young people, full disclosure of medical information is a prerequisite to attendance.

- Disabilities (to ensure a safe integration of your son's/daughter's participation in activities, details of any disability need to be known.)

- Religious or similar beliefs (this will help us ensure that we make appropriate arrangements when necessary.)

- Racial or ethnic origin (again this will help us ensure that we are sensitive to cultural needs of our members).

To hold this 'Sensitive Personal Data' we will need your explicit consent. This can be given by completing the enclosed form All the information will only be used in connection with your son's/daughter's membership of the Scout Movement in the United Kingdom - this will include membership management and communications.

Any of the information provided will not be passed to any third parties outside the Scout Movement without your consent. You can give your consent by completing the question on the form.

Photography and Videoing of activities and Events

Photographs and videos of Scouts Association Members taking part in activities and Events are taken for a variety of uses. On occasions these may be used by the Group, District or County for newsletters and websites or put on display.

Safeguarding young people

There have been concerns about the risks to children and young people when their photographs are used on websites (including on social networking sites and YouTube etc.) and in publications. However following a few simple guidelines (based upon those suggested by the NSPCC) we endeavour to minimise these risks and reduce the potential for misuse.

- Avoid using both the full name and the photograph of a young person in a publication or on a website.
- Seek parental permission (this document)
- Only allow photographs to be taken of suitably dressed subjects and in appropriate situations.

Please could you review the section of the form and indicate your consent / non consent accordingly

Should you have any concerns please contact one of the Leadership team.

Many thanks for your cooperation and assistance

Ian Butler

Group Scout Leader

2nd Lexden Scout Group