

# Consent Sheet

## Protecting your child's personal data & images

The General Data Protection Regulations (GDPR) and the Data Protection Act cover the protection and processing of personal data, some of which is classed as 'Sensitive Personal Data', and include electronically stored, as well as paper based information. To hold this 'Personal Data', and other details within our records, we need your explicit consent, which you are free to withdraw at any time. This helps the Group to provide Scouting in a safe and appropriate manner, and normally includes the following information about your child:

- name & date of birth – to allow us to record their progress in Scouting
- contact information – so that we can get hold of you, should we need to do so
- health & well-being - so that we are prepared for medical emergencies
- disabilities - to make sure that your child's participation in activities is safe
- religious or similar beliefs - to help us to make appropriate arrangements, when necessary
- racial or ethnic origin – so that we are sensitive to their cultural needs

The Group uses the internet based 'Online Scout Manager' to hold these records, which is GDPR compliant, and will keep them for four seven after your child leaves the Group. None of the information held by the Group will be disclosed to third parties outside the Scout Movement, without your consent. You can check the information that the Group holds to ensure that it is accurate and up-to-date, by using the 'My.Scout' facility.

Sometimes photographs, digital and/or video images of your child taking part in activities are used within the Group, in District or County Newsletters, on Facebook and websites, are submitted to local newspapers, or are put on display. However, when this is done, the individual's name is not linked to the picture. To store and use these types of images of your child, both while that are a member, and after that for historical purposes, we need your consent.

Full details are set out in the Group's Privacy Policy on its website – [wedmorescoutgroup.org.uk](http://wedmorescoutgroup.org.uk)

## Subscriptions & Gift Aid Donation

The financial data the Group holds is maintained on the 'Online Scout Manager'. This includes your child's monthly subscription and other one-off costs for special activities such as sleep-overs, camps or visits, also whether each individual is eligible for Gift Aid.

If you pay Income Tax, please participate in the Group's Gift Aid Scheme, which allows the Group to reclaim tax on any qualifying donation and/or subscription made in the past four years, as well as all future gifts of money that you make; regardless of whether it is regular payment or a one off. **It is important that the declaration below is completed by the person who will pay the members subscriptions.**

This is not a legal document and does not ask you to commit to paying the membership subscription for a set period. Please notifying the Group if you:

- Want to cancel this declaration
- Change your name or home address
- No longer pay sufficient tax on your income and/or capital gains

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## Keeping in touch

Occasionally, e-mail communications and newsletters are issued, to keep you informed of developments and/or events taking place in the Beavers, Cubs, Scouts or the Group as a whole. The Group also needs your consent to issue these to you.

**Consents** - Please mark with a ✓ or a ✗ and sign, date, etc.

**Gift Aid** – MUST BE THE SUBSCRIPTION PAYER

I want to Gift Aid my donation, which is equal to my child's monthly subscription, and any donations I make in the future, or have made in the last four years, to Wedmore Scout Group.

I am a UK taxpayer and understand that if I pay less income Tax and/or Capital Gains Tax in the current tax year than the amount of Gift Aid claimed on all my donations it is my responsibility to pay any difference.

Child's name:

**Records**

I give consent to the holding of information of my child's details, contact information; health; disabilities; religion / faith; race / ethnic origin and badgework progress for Scouting purposes.

I accept that the Wedmore Scout Group will keep information about my child's membership and subscriptions, both now and for up to seven years after they leave the Group.

**Images**

I consent to my child's image being taken and retained by the Group in perpetuity, and for it to be used for Scouting purposes.

**Communications**

I consent to receiving Newsletters, and/or other e-mail communications while my child is a member.

Parent /  
Guardian

FIRST & SURNAME - please PRINT

Address

Signature

Date

Post Code

If you pay income tax at the higher or additional rate and want to receive the additional tax relief due to you, you must include all your Gift Aid donations on your Self-Assessment tax return or ask HM Revenue and Customs to adjust your tax code.