

# Consent Sheet

## Protecting your child's data & images

The General Data Protection Regulations (GDPR) and the Data Protection Act cover the security and handling of personal data, some of which are 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 information helps the Group to provide Scouting safely and appropriately, and typically 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
- presence at meetings – for badgework, and to enable 'contact tracing', should the need arise

The Group uses the internet-based 'Online Scout Manager' to hold these records, which is GDPR compliant and will keep them for seven years after your child leaves the Group. The Group does not disclose the information it holds to third parties outside the Scout Movement, without your consent. You can check the information that the Group has to ensure that it is accurate and up-to-date, by using the 'My.Scout' facility.

Sometimes photographs, digital and 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 happens, the individual's name is not linked to the picture. To store and use these types of images of your child, both while they are a member, and after that for historical purposes, we need your consent.

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

## Subscriptions & Gift Aid Donation

The Group uses the 'Online Scout Manager' to hold financial data. This information 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. This scheme allows the Group to reclaim tax on any qualifying donation and 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 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 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 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.

<b>Consents</b> - Please mark with a ✓ or a ✗ in the 'box' and complete the other details			
<b>This declaration must be completed by the person who will pay the members subscriptions</b>			
<b>Gift Aid</b> – MUST BE THE SUBSCRIPTION PAYER	<input type="checkbox"/>	<b>Records</b>	<input type="checkbox"/>
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 give consent to the holding of information of my child's details, contact information; health; disabilities;	
I am a UK taxpayer and understand that if I pay less Income Tax 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.	<input type="checkbox"/>	religion/faith; race / ethnic origin and badgework progress for Scouting purposes.	
<b>Child's name:</b>		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.	<input type="checkbox"/>
<b>Parent / Guardian</b>	<b>FIRST &amp; SURNAME</b> - please PRINT	<b>Signature</b>	<b>Date</b>
	<b>Address</b>		<b>Post Code</b>
			<b>Images</b>
			<input type="checkbox"/>
			I consent to my child's image being taken and retained by the Group in perpetuity, and for its use for Scouting purposes.
			<b>Communications</b>
			<input type="checkbox"/>
			I consent to receive Newsletters, and other e-mail communications while my child is a member.

If you pay income tax at the higher or additional rate, and want to receive the additional tax relief, then 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.