



7th Southampton (Bassett) Scout Group



Privacy Policy and G.D.P.R

Our Group is part of the Scouting Association. This privacy policy will explain how our Group uses the personal data we collect from you when you sign your Young People up to the 7th Southampton (Bassett) Scout Group Squirrels, Beavers, Cubs or Scouts, use our website and other social media or make a payment.

Topics:

- **What data do we collect?**
- **How do we collect your data?**
- **How will we use your data?**
- **How do we store your data?**
- **What are your data protection rights?**
- **What are cookies?**
- **How do we use cookies?**
- **How to manage your cookies**
- **Privacy policies of other websites**
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What data do we collect?

Our Group collects the following data:

- Personal identification information for you and Young People (Name, email address, phone number, etc.)
- Medical information for Young People, Leaders and Adult Volunteers
- Home address for parents / carers / guardians of our Young People

How do we collect your data?

You directly provide the 7th Southampton (Bassett) Scout Group with all of the data we collect. We collect and process data when you:

- Register your Young Person with the Group
- Voluntarily complete a survey or provide feedback on any of our message boards, social media or via email.
- Use any of the sign up or contact forms on our website

- In person when applicable. (When giving information in person, insure that the person you are dealing with is a member of the 7th Southampton (Bassett) Scout Group. You are entitled to ask to see proof of membership to the Group. If dealing with Leaders, this can include asking to see a necker, Group name tape on uniform or asking to have their membership approved by another Leader you know with in the Group / Section)

Our Group may also receive your data indirectly from the following sources:

- District joining list

How will we use your data?

Our Group collects your data so that we can:

- Use it for the safety of our Young People.
- Email you with Group / Section information including programs, events, to update personal / contact / medical information.
- Send news and other important information

How do we store your data?

The 7th Southampton (Bassett) Scout Group securely stores your data on O.S.M (Online Scout Manager), Compass (for Leaders) and some information at the 7th Southampton (Bassett) Scout Group HQ locked away in securer storage in the alarmed building.

Our Group will keep your Personal Information for the length of time you or your Young Person is a member of the Group. Once this time period has expired, we will delete your data by removing you / Young People from O.S.M, Compass and destroying any physical paperwork with personal information on.

What are your data protection rights?

The 7th Southampton (Bassett) Scout Group would like to make sure you are fully aware of all your data protection rights. Every user is entitled to the following:

The right to access – You have the right to request our Group gives you a copy of your personal data.

The right to rectification – You have the right to request that our Group correct any information you believe is inaccurate. You also have the right to request our Group to complete the information you believe is incomplete.

The right to erasure – You have the right to request that our Group erase your personal data (under certain conditions).

The right to restrict processing – You have the right to request that our Group restrict the processing of your personal data (under certain conditions)

The right to object to processing – You have the right to object to our Group's processing of your personal data (under certain conditions)

The right to data portability – You have the right to request that our Group transfer the data that we have collected to another organization, or directly to you (under certain conditions)

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us at our email:

7thsouthamptonbassett@gmail.com

Cookies

Cookies are text files placed on your computer to collect standard Internet log information and visitor behaviour information. When you visit our websites, your data may collect automatically through cookies or similar technology.

For further information, visit allaboutcookies.org.

How do we use cookies?

We as a Group do not use cookies directly, check your web browser for their cookies policy.

How to manage cookies

You can set your browser not to accept cookies and you can remove cookies from your browser.

Privacy policies of other websites

The 7th Southampton (Bassett) Scout Group website contains links to other websites. Our privacy policy applies only to our website, if you click on a link to another website, you should read their privacy policy.

Payments transactions

The 7th Southampton (Bassett) Scout Group handle monetary transactions with care and transparency. We will strive to make paying to the Group as easy and safe as possible. We accept 4 different transaction methods.

- **Cash payments**

We only accept cash in a sealed envelope with your name and the payment details on the front e.g. event name. A receipt will be provided for the transaction. Please note, we do not accept subscription payment this way.

- **Card payments**

Contactless and Chip and Pin payments can be made at our HQ through our SumUp card reader. The 7th Southampton (Bassett) Scout Group DO NOT charge a transaction fee for any card payments. You have the option of being emailed or texted a receipt for this transaction.

- **Cheque**

All cheques must be made out to the Group using the correct Group bank details. A receipt will be provided for the transaction.

- **Bank transfer**

Bank transfers are our preferred method of payment. Bank transfers should be made to the Group using the correct Group bank details. The payment should have the reason for payment in the reference e.g. Cub camp, Scout day out, event name.

We require that subscriptions are paid by standing order directly to the Group bank account. This way you can keep track of all your payments and do not have to pay manually every month. If you believe you have wrongly paid, or have been miss charged during a transaction, you can contact us directly and we will investigate the transaction.

Changes to our privacy policy

Our Group keeps its privacy policy under regular review and places any updates on this web page. This privacy policy was last updated on 15th January 2024 and is due for review and update in January 2025.

How to contact us

If you have any questions about our Group's privacy policy, the data we hold on you and or your Young Person, or you would like to exercise one of your data protection rights, please do not hesitate to contact us.

Email us at: 7thsouthamptonbassett@gmail.com

By signing this, you declare you have read and understood our G.D.P.R and Privacy protection policy.

Your Signature _____

7thsouthamptonbassettscoutgroup.org
#BePrepared



7thsouthamptonbassett@gmail.com
Charity number: 302300

