

Privacy Policy

1st Warfield Scout Group is a data controller and we are committed to protecting and respecting your privacy.

This policy sets out the basis on which any personal data we collect from you, or that you provide to us, will be processed by us. The rules on the processing of personal data are set out in the General Data Protection Regulation (the “GDPR”).

We appreciate that you do not want the information you provide to us to be distributed indiscriminately and here we explain what information we collect, what we do with it, and what controls you have.

Personal data we collect and how it’s used

Any personal data such as name, telephone number, and email address supplied by telephone call, via email, or by completing our website’s forms will only be used to provide a requested service and will not be disclosed to any other third party without your prior permission or unless we are required to do so by law. We may contact you in response to an enquiry to offer requested services or to provide you with information relevant to your enquiry

Any non-personal data such as IP address, pages accessed, and files downloaded will only be used to determine how many individuals use our site, how many people visit on a regular basis, which pages are most popular, and which pages are least popular. This information doesn’t tell us anything about who you are or where you live, it is simply used to enable us to monitor and improve our service. This is done by way of cookies on our website and the use of analytical services such as Google Analytics. To find out more please visit our cookies policy.

Our website may contain links to third party sites that we have no control over. If you visit those sites you should check that you are happy with their own privacy policies and terms of use before providing any personal data. In addition, if you linked to our website from a third party, we cannot be responsible for the privacy policies and practices of that third-party site.

Information we receive from third parties

Sometimes, we receive information about you from third parties. In particular:

- The Scouts Association based on information held against your membership number
- Atlantic Data DBS (limited to a pass or fail to a DBS request).
- Other agents/companies as and when required for purposes which will be disclosed.

Our lawful basis for processing your general personal data

We process your personal data for the following purposes:

- To allow efficient communication between the Group and parents regarding the programme we provide, events we run, fundraising and information about the running of the Group.
- To ensure we are aware of health issues and other dietary requirements (such as religious reasons for abstaining from certain foods) in order to keep the young people in our care safe.
- Accident information as required for us to be compliant with applicable law
- Checking of adult information via the DBS system to maintain the highest possible standards of child protection.

Sharing your personal data

We may share your personal data with the following organisations:

- The Scouts Association via their Compass membership system for adult volunteers
- Atlantic Data DBS, who in-turn share with organisations, such as the police, to enable adequate checks of those who work with young people.
- Online Scout Manager (OSM)

Your rights

- You have the following rights:
- A right to be informed about our collection and use of personal data
- A right to access your personal data
- A right to correct your personal data
- A right to ask us to delete your personal data unless we are obliged to retain it for other legal reasons
- A right to restrict or object to the processing or use of your personal data
- A right to report to a supervisory authority about the use of your personal data.

Your acceptance

By having a child attend our Group or providing details to go on our waiting list, you consent to the collection and use of information 1st Warfield Scout Group in accordance with our privacy policy. If you do not agree to this policy we are unfortunately unable to include your child(ren) in the Group as we will be unable provide activities safely and legally.

Data retention

Where we process personal data in connection with our waiting list, we do this until you advise you wish to come off that list, at which time we delete your data. You can leave at any time by by contacting us at waitinglist@1stwarfield.org.

Where we process personal data in connection with members and volunteers with the Group, we keep the data for as long as necessary for the purpose set out.

Securing your personal data

At 1st Warfield Scout Group we are committed to protecting your privacy, we follow strict security procedures to ensure that your personal data is not damaged, destroyed, or disclosed to a third party without your permission, and to prevent unauthorised access. Our IT infrastructure is kept up to date and secured with appropriate firewalls/virus protection and has restricted access.

The data that we collect from you may be transferred to, and stored at, a destination outside the European Economic Area ('EEA'). By submitting your personal data, you agree to this transfer. We will take all steps reasonably necessary to ensure that your data is treated securely and in accordance with this Data Protection Notice. This is done in a number of different ways including:

- The country we send the data to might be approved by the European Commission as being sufficiently secure;
- The recipient is located in the United States and is a certified member of the approved EU-US Privacy Shield Scheme; or
- The recipient company might have signed up to a contract obliging them to protect your information.
- In all such cases we shall ensure that any transfer of your information is compliant with data protection law.

Changes to our privacy policy

Any changes we may make to our privacy policy in the future will be posted on this page and, where appropriate, notified to you by e-mail. Please check back frequently to see any updates or changes to our privacy policy.

How to make a complaint

To exercise all relevant rights, queries, or complaints please, in the first instance, contact us by emailing info@1stwarfield.org or at 1st Warfield Scout Group, 3 County Ln, Warfield, Bracknell RG42 3JP.

If this does not resolve your complaint to your satisfaction, you have the right to lodge a complaint with the Information Commissioners Office on 03031 231113 or via email <https://ico.org.uk/global/contact-us/email/> or at the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF, England.