

Suffolk County Scouts – Privacy Policy

The term “Personal Data” as used in this document has the meaning given it by the UK GDPR and UK law as amended from time to time

1. Introduction

Suffolk Scouts takes the issue of privacy seriously and is committed to protecting and respecting our users' privacy online. This Privacy Policy sets out our current data processing practices and should be read in conjunction with our Data Protection Policy which can be found on the online county website. If you have any queries or concerns regarding these practices, you should contact us at dataprotection@suffolkscouts.org.uk.

2. The information we collect

When a member registers with Suffolk Scouts we ask for their name, email address and contact information. We will also capture the IP address and metadata (User Agent) of the device used at the time of registration. We also maintain an ongoing record of members' activities.

We have security measures in place to protect our membership databases. Access to the membership database is restricted. However, it is the responsibility of each member to:

- i. Keep their password secret
- ii. Use two-factor authentication (2FA)
- iii. Protect against unauthorised access to their personal details
- iv. To log off from Suffolk Scouts online services when not in use
- v. Ensure against use by anyone else of Suffolk Scouts online services through the computer or device that they are using while they are 'logged on' to the online services

3. Sharing information

We may share members' Personal Data within Scouting where this is directly relevant to any role in Scouting. We may also share it with our national body, the Scout Association. We will not share your Personal Data (or any part of it) with third parties without your permission.

4. Legal Jurisdiction

All Personal Data is held on and processed by computers situated in the UK and subject to UK law, with the exception where an event is taking place outside the UK and it is a requirement to provide Personal Data to comply with any legal obligations.

5. Further relevant information

We will, as part of our normal operation, communicate information to members which is relevant to their role in Scouting. Members can decide which emails they wish to receive as they register.

6. Disclosure of Personal Data by law or order or a court

We may be required to communicate Personal Data we hold on a member to a third-party if required by law, e.g., regulation or statute or by order of a court.

7. Data Protection Legislation

Suffolk Scouts adheres to the key principles set out in current UK data protection legislation.

You can obtain more information about data protection legislation from the Information Commissioner's Office. Additionally, if you wish to make a complaint about how we handle your Personal Data you can contact them via their website at <http://www.ico.org.uk>.

8. Use of cookies

Cookies are small text files placed on a computer by websites visited. They are widely used in order to make websites work, or work more efficiently, as well as to provide information to the owners of the site.

The table below explains the cookies we use and why.

Cookie	Name	Purpose	More Information
Session cookies	<UUID> PHPSESSID	These cookies allow us to manage your user session as you move between logged in areas of our website.	These cookies are essential for running the site and our member areas
Cloudflare	__cfduid	This cookie is used by Cloudflare to identify your session to their platform. It is not a tracking cookie. We use Cloudflare on our website to cache some elements to enhance your browsing experience and provide additional security features.	Cloudflare Privacy Policy: https://www.cloudflare.com/privacypolicy/

Version: Final
Approved: June 2026
Review: June 2027



9. Contacting Us

If you want to contact us with any questions about this Privacy Policy or have any data protection queries about how we gather/hold your personal data you can contact us using this email: dataprotection@suffolkscouts.org.uk or at the following address: Suffolk Scouts, Hallowtree Scout Activity Centre, Alnesbourne Priory, Nacton, Ipswich, Suffolk IP10 0JP

10. Amendments

We may amend this Privacy Policy at any time in response to user feedback, new or altered systems and procedures, Internet best practices and UK law.