

Safeguarding Online:

Safeguarding will always apply within The Scouts, whether that be in person or online. HQ have released information regarding online safeguarding that can be viewed here - <https://www.scouts.org.uk/volunteers/scouts-at-home/staying-safe-online/>

Data Protection:

It is vital that we continue to follow the Data Protection Act 2018 and GDPR to ensure all data is processed and stored safely and securely. For a reminder on what this all means, check out this link - <https://members.scouts.org.uk/supportresources/4793>

I have recently observed some vulnerabilities with communications which if left unnoticed, could lead to a GDPR breach. To reduce the chance of this happening, here are a few tips to remember.

- Always use the Bcc function when writing emails to multiple people. This will send a copy of the email to each individual without including the list of recipients. If this function is not used, all email addresses will be viewable by all recipients which would be classed as a breach of GDPR. If you are unsure of how to do this, find out how here - <https://imgtfy.com/?q=how+to+bcc+in+an+email>

This issue can be avoided by using tools such as the email function built in to OSM (Online Scout Manager) and Compass. Both of these have undergone a privacy assessment and are aligned to GDPR, meaning they are compliant. Both OSM and Compass automatically Bcc recipients for you.

- Ensure that names are not included on/with photos of individuals on social media, websites and publications. With the increased use of Zoom, many Scout Groups are posting images of their members on the call to Facebook/Instagram etc. Zoom and other similar software tends to show each user's name below their live image. This is perfectly acceptable until an image containing both a face and name is shared.

This issue can be avoided by asking all of your members to set their Zoom name as their initials, or maybe ask them to pick their favourite cartoon character or superhero. This could also be a fun activity to include in your online programmes. You could change it up each meeting too. Maybe even get them to name themselves after their favourite food.

- Please ensure that your GDPR training module is complete and in date. This module contains invaluable information relating to data protection and GDPR and can be found here - <https://members.scouts.org.uk/supportresources/4800>