**Attendee Data Form – European Jamboree 2020 (UK Units)**

**\*\*Please complete and return this form to your European Jamboree Unit Leader\*\***

**Foreword**

The Scout Association has been in discussion with the European Jamboree 2020 organising team based in Poland about responsible personal data collection under our GDPR responsibilities. The Jamboree Organisers would like National Scout Organisations (such as The Scout Association headquarters) to collect personal data from all attendees of the event who are members of jamboree units.

The Scout Association now has in place a *data agreement* with the event organisers, as we intend to share your personal data with them in order to facilitate attendance at this event.

For u18 attendees, this form must be completed by the attendee’s parent or legal guardian.

Our intentions to use your personal data include the following steps:

**Step 1:** Unit Leaders will collect attendees’ personal data, taking care to ensure acknowledgement from each member (if an adult) or from each member’s parent/guardian (if under 18). Part of this process involves the collecting of this **Attendee Data Form** as signed.

**Step 2:** Unit Leaders will securely upload attendees’ personal data to The Scout Association (UK). Unit Leaders may retain attendees’ personal data until up to 2 years after the event, to help facilitate safe supervision of unit members at the Jamboree in accordance with their own data protection policies.

**Step 3:** The Scout Association will securely upload attendees’ personal data to the EJ2020 organising team in Poland.

Completion of this form to share your personal data is mandatory for all event attendees. If you do not agree to the Privacy Statement as outlined below, you will not be permitted to attend the event. If the parent or guardian of an u18 participant does not agree for their child’s data to be shared with parties as noted above, then your data will not be shared (it may also be redacted), and your child will not be able to attend the event as a result of this.

If you have any questions about use of your personal data for this event, please contact The Scout Association, via [**european.jamboree@scouts.org.uk**](mailto:european.jamboree@scouts.org.uk)

## The Personal Data we collect and share

## - First Name

## - Last Name

## - Date of Birth (YYYY/MM/DD)

## - Travel Document number (e.g. passport number)

## - Dietary requirements (includes food allergies)

## - Mobile number of assigned Adult Patrol Leader (n.b. defined by your Unit Leader team. We do not collect the mobile numbers of u18 attendees)

## - ICE (In Case of Emergencies) Contact number and Emergency Contact Name (n.b. this is normally a parent or guardian or similar who will be UK-based during the trip)

## - Wheelchair user (Y/N)

## The above personal data fields will normally be collected by your Unit Leader or a Scouts County Representative.If you need to change any personal data already submitted (e.g. change in dietary requirement, passport number etc.), then please contact your Unit Leader.

### ATTENDEE CATEGORY (please tick one)

### Participant Adult Patrol Leader

### ATTENDEE FULL NAME

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**ATTENDEE DATE OF BIRTH**

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**Data Privacy Statement (The Scout Association)**

**We are committed to protecting the privacy of all personal data you provide us during your application. The following statements describe what we are doing with your data, how long we store it so you are fully informed prior to you submitting your personal information, this is in accordance with The Scout Association Data Protection Policy (**[**www.Scouts.org.uk/DPPolicy**](http://www.Scouts.org.uk/DPPolicy)**).**

**We ask for your personal data to facilitate your application to attend this event. We will only collect information necessary in order for you to apply to participate in the Event. This data will be securely stored in The Scout Association digital repository.**

**Your personal data will be retained by us for up to 2 years after the conclusion of this event to help facilitate safe supervision of unit members at the Jamboree**

**The data that you provide to us will be shared with the event organisers Związek Harcerstwa Polskiego (ZHP) [Polish Scouting and Guiding Association] who will retain this data for 3 years after the event to defend against any claims. We do this so that ZHP can register attendees at the event and provide all local services required. ZHP will also share your personal data with the event registration company Marcato Digital Solutions Inc, as they provide the registration tool, who will securely destroy this data at the end of the event. The data will also be made available to offices providing accounting services to ZHP, as well as to public authorities authorised to obtain such data in connection with the proceedings, this will be retained for 5 years form the end of the calendar year in order to perform statutory accounting obligations. This will be in accordance of the ZHP privacy policy which can be found here:** <https://ej2020.org/privacy-policy/> **and our information clause:** <https://ej2020.org/gdpr/>

### Nominated Data Protection Officer: [enquiries.dpo@scouts.org.uk](mailto:enquiries.dpo@scouts.org.uk)

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### Acknowledgement

### \* By ticking this box, I acknowledge that I have read, understood and agree to the Data Privacy Statement above

### YOUR FULL NAME

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**YOUR SIGNATURE** (only required if a paper form)

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### If the attendee is UNDER 18 years old: Print full name of the parent/guardian completing this form on child’s behalf

### If the attendee is OVER 18 years old: Print full name of the adult attendee

This form may be returned on paper (signed) or via email