

Privacy Policy

Version 1.0

Contents

1. Who We Are.....	2
2. What Information We Collect	2
3. How We Use Your Information	3
4. Sharing Your Information	3
5. Special Category Information.....	4
6. Photography and Video.....	5
7. International Participants	5
8. How Long We Keep Information	6
9. Keeping Information Secure	6
10. Your Rights	6
11. Cookies.....	7
12. Changes to this Policy	7
13. Event Operations	7

1. Who We Are

Hampshire International Jamboree ("HIJ", "we", "our" or "us") is overseen and reports into Hampshire Scouts, a registered charity.

For the purposes of organising and delivering the Hampshire International Jamboree, HIJ acts as the Data Controller for the personal information collected through the event registration and booking process.

Contact details:

- hello@hij.org.uk
- Hampshire International Jamboree, The County Office, Ferny Crofts Scout Activity Centre, Beaulieu Road, Brockenhurst, SO24 7YQ
- Data Protection contact (Hampshire Scouts): James Redfern.

2. What Information We Collect

Depending on your involvement with HIJ we may collect:

Participant details

- Name
- Date of birth
- Gender (where required)
- Contact details
- Scout or Girlguiding membership information
- Group or unit details
- Emergency contacts

Medical and welfare information

Where necessary to keep participants safe we may collect:

- Medical conditions
- Medication information
- Allergies
- Dietary requirements
- Accessibility requirements
- Additional support needs
- Relevant safeguarding or welfare information

Volunteer information

- Contact details
- Role information
- Qualifications
- Permits
- Disclosure and safeguarding status where required

Financial information

- Booking information
- Payment records
- Refund history

We do not store payment card details.

3. How We Use Your Information

We use personal information to:

- administer registrations
- manage bookings and payments
- allocate participants to sub camps and activities
- plan catering
- provide appropriate medical and welfare support
- communicate important event information
- manage volunteers
- respond to emergencies
- comply with legal and safeguarding obligations
- improve future events.

4. Sharing Your Information

To safely organise HIJ, we may share relevant personal information with trusted organisations involved in delivering the event.

This may include:

- our event booking and registration platform

- payment providers
- catering providers
- activity providers
- medical teams
- welfare and safeguarding teams
- emergency services
- transport providers
- accommodation providers
- merchandise suppliers
- Hampshire Scouts
- The Scout Association
- Girlguiding where appropriate
- insurers
- regulatory authorities where required by law

We only share information necessary for the purpose concerned.

For example:

- dietary information with catering providers;
- emergency contact details with the medical team;
- accessibility requirements with activity providers;
- booking information with payment processors.

5. Special Category Information

Some information we collect (such as medical information, allergies, dietary requirements, accessibility needs or safeguarding information) is classed as Special Category Personal Data.

We process this information only where necessary to:

- protect health and safety
- deliver reasonable adjustments
- meet safeguarding responsibilities
- fulfil legal obligations
- protect vital interests in an emergency.

Access is restricted to authorised personnel.

6. Photography and Video

Photography and video recording are an important part of the Hampshire International Jamboree and help us capture, celebrate and promote the event.

Images and video may be taken throughout the event by authorised photographers, videographers, members of the media and the HIJ organising team. These may be used:

- during the event;
- on the HIJ and Hampshire Scouts websites;
- on social media channels;
- in promotional materials;
- in future event marketing; and
- in reports to supporters, partners and stakeholders.

Participants who do not wish to be photographed or filmed should notify the photographer or videographer where practical, or speak to a member of the HIJ team. We will make reasonable efforts to accommodate such requests where possible.

However, due to the size and nature of the event, it is not always possible to avoid individuals appearing incidentally in photographs or video footage, particularly in crowd scenes, public activities, ceremonies and performances.

By attending HIJ, participants acknowledge that photography and filming will take place throughout the event and that images or footage may be used for the purposes described above.

7. International Participants

Where participants attend from outside the UK, personal information may need to be shared with UK organisations involved in delivering the event.

We process all information in accordance with UK data protection legislation.

8. How Long We Keep Information

We only retain information for as long as necessary.

Typically:

- booking information
- financial records
- medical records
- safeguarding records
- incident reports

will be retained in accordance with legal requirements, insurance obligations and Hampshire Scouts' retention schedule before being securely deleted.

9. Keeping Information Secure

We use appropriate technical and organisational measures to protect personal information including:

- secure booking systems
- restricted access
- password protection
- encrypted storage where appropriate
- staff and volunteer confidentiality requirements.

10. Your Rights

Under UK GDPR you have the right to:

- access your information
- request corrections
- request deletion where appropriate
- object to processing in certain circumstances
- restrict processing
- request portability where applicable
- complain to the Information Commissioner's Office (ICO).

11. Cookies

Our website uses cookies to improve functionality and understand website usage.

A separate Cookie Policy may apply.

12. Changes to this Policy

We may update this Privacy Policy from time to time.

The latest version will always be available on the HIJ website.

13. Event Operations

To deliver the event safely and efficiently, personal information may be shared between authorised members of the HIJ organising team, including Sub Camp teams, Medical, Safeguarding, Welfare, Programme, Catering and Operations, where this is necessary for the administration, safety and wellbeing of participants and volunteers.