



PRIVACY CONSIDERATIONS

AND

COMMON TRAPS

Revealing names.

1. Personal details are private. This applies in particular to work phone numbers, email addresses, home addresses and anything that identifies how to contact a child. According to our Privacy Policy we protect people's privacy except for any direct dealing with Scouting. That is why any address list should avoid work numbers and have a statement on the bottom declaring it to be 'Confidential for use within the XXXX Group/District/Region only'.
2. Leaders **MUST NOT**, under any circumstances, inform or discuss disciplinary issues that could identify a person at Group Council, Group Committee, Leaders meetings or in public, as to do so is a breach of the Privacy Act; especially if a child is involved as this becomes a very serious breach of the Privacy Act.
3. An Act of Parliament makes it an offence to reveal the name of any person who makes an allegation about the mistreatment of a child, unless its to the Regional Commissioner or State Office on the 24 hour number 9735 9000 (childprotection@nsw.scouts.com.au) or a Court so orders.

Photographs.

1. Like Media and other organisations we have a position that people have to request NOT to have their photograph taken.
Ever been at a football match with TV cameras? Been in a group at an event that the News Media was at? Used a teller machine, been in a Department Store, walked around the city, then YOU HAVE BEEN PHOTOGRAPHED.
2. You cannot go into school grounds to take a photo without the Principals permission, but you can take the same photo standing outside the school fence.
3. Scouting's Privacy Policy guarantees that no embarrassing photos will be displayed or printed.
4. You cannot print a photo that puts words into someone's mouth. "Gloria said she had a wonderful time" unless Gloria actually said so.
5. You can print it in the paper if there is a reason, but only identify the child's name and your Group.
6. If someone asks you NOT to take or use a photo, you must oblige.

Ask but don't demand.

1. You can ASK a person's religion but you can't demand to know it.
2. The same applies to other personal details. Even the police can only demand certain information such as name and address when they pull you over, *it's on your licence in any case!*

Two asides NOT dealing with privacy.

These days the Commission requires us to hand it to each family details of how to lodge a complaint. That's not just by putting it on a Scout web page. It's by delivery to the parent's personal email or have their child take it home. In an endeavour to put the best light on this information it has been written in a PR type of notice and MUST be given out with every future YI, after already being given to each current member to take home. ('Parents Child Protection Guide' on the web at <http://www.nsw.scouts.com.au/Child-Protection/default.aspx>)

Remember all suspicions **or rumours** about leaders and youth members, whether in writing **or not**, which involve POSSIBLE naughtiness MUST be notified within 24 hours to Region or State Office on 9735 9000 ask for the Child Protection Officer or by email to childprotection@nsw.scouts.com.au which goes directly to our Child Protection Team. This means you will not be involved if it comes to notice later, as advised earlier 'YOU CANNOT BE SUED' for notifying State Office or Region.