

West Wiltshire & East Somerset Area Meeting (WWESAM) and its constituent Local Meetings often hold events. Where personal data is collected for those events, every effort should be made to ensure a balance between privacy and the safety of those taking part. Organisers should be mindful of the data they collect – not asking for more than is necessary, holding it securely (encrypted or password-protected), and destroying it once the event is over – unless permission is sought from individuals to retain for future contact.

Before sending an email to a group of people using their personal email addresses you should consider whether it is appropriate to reveal all the email addresses to the recipients. Consider using the BCC box instead.

Legal considerations

The General Data Protection Regulation (GDPR) and the Data Protection Act 2018 require that for events including children under 13, parents will need to give permission for the collection of the children's data. GDPR also states that you must make a 'reasonable effort' to verify that parental consent has been given. In practice, that means if you allow children to enter your event, you may not be able to rely on a simple checkbox that says 'I have parental consent', as this can easily be bypassed by children under the age of 13 who do not have parental consent.

Photographs and social media

Take a great deal of caution when taking or sharing photographs of people. Ask people at the beginning of events if they mind having their photographs taken or shared. By its very nature, social media makes it easy to identify and contact people. Do not share images of children on social media. Using children's images on a local meeting's Facebook page potentially identifies them and gives their geographical location.

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