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**1st Dullingham and Stetchworth B-P Scout Group**

**ANNUAL Data Collection and Gift Aid Form – MUST BE RETURNED**

**Please read**. It is legally binding that the group holds certain up to date information about you and your child and that this is updated **annually**. In addition, we are also asking parents to complete the gift aid declaration to help the group claim back gift aid on the subscriptions. Please complete **both** forms and read the third page before returning them to us. *ALL INFORMATION GIVEN IS CONFIDENTIAL AND FOR SCOUT GROUP USE ONLY ALL DATA IS STORED UNDER THE PROVISIONS OF THE UK General Data Protection Regulation (UK GDPR)*

Scouts name: (First name)........................................................... Family name: .................................................................................. Is your scout known by any other name:……………………………………………… Date of birth: ......... /......... /................. Parent/Guardian Name: ........................................................Parent/Guardian Name:......................................................................... Correspondence to be addressed to: Mr. / Mrs. / Mr. & Mrs. / Ms. / Miss / Dr. etc .............................................................. Home address: ............................................................................................................................................................................................ ......................................................................................................... Postcode: ................................................................................... Phone No:.......................................... Alternative No: ................................................ Name:.................................................................

Mobile No: .................................................. Contact No. during meetings: ............................................................................ If we can communicate by e-mail, please provide an address: ........................................................................................................ Does your scout live permanently with both parents at the above address: YES / NO If No, please advise us of any arrangements we should be aware of:………………………………………………………………………………………

......................................................................................................................................................................................................................... (i.e. spends weekends away from the address given above)

If one parent is non-resident, should they also receive letters and correspondence etc? YES / NO Alternative address:....................................................................................................................................................................................

........................................................................................................ Postcode: ................................................................................... Do you use an alternative name on your cheques? If so, please advise. ........................................................................................ Do you agree that a Photograph of your scout being used for Publicity Purposes YES / NO Current school: .................................................................. Religion: ...................................................................................... Family Doctor’s name or surgery:.................................... Surgery address: ................................................................................... ........................................................................................................... Postcode:..................................................................................... Doctors/surgery telephone No: ................................................ NHS number: ............................................................................

Date of last Tetanus injection: ..................................................

Please give details overleaf of any long-term medicines/diets/treatments and / or Allergies affecting your scout and / or any Special Needs / Requirements your scout has. (e. g. vegetarian, special dietary requirements, hay fever, nut allergy, asthma, learning/behaviour difficulties etc.)

***Please be mindful that all the leaders and other adults involved in the group give freely of their time. They are only reimbursed for out of pocket expenses. Anything you can do to support the running of the group will therefore be appreciated and will ultimately benefit your son or daughter.***

Signed ............................................................................................ Date.......................................................................... Name ..............................................................................................

## 1st Dullingham and Stetchworth BP Scouts

## Gift Aid Declaration form

#### Boost your donation by 25p of Gift Aid for every £1 you donate.

#### Gift Aid is reclaimed by the charity from the tax you pay for the current tax year. Your address is needed to identify you as a current UK taxpayer. These details are kept for 6 financial years for any additional queries regarding your gift aid declaration.

#### Text, letter Description automatically generatedIn order to Gift Aid your donation you must tick the box below:

**I want to Gift Aid my donation of £ \_\_\_\_\_\_ and any donations I make in the future, or have made in the past 4 years to the Scout Association.**

**Please notify The Scout Association if you**:

**Donor’s details**

Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Initial(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Surname: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Postcode: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**I am a UK taxpayer and understand that if I pay less income Tax and/or Capital Gains Tax in the current tax year than the amount of Gift Aid claimed on all my donations it is my responsibility to pay any difference.**

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* Want to cancel this declaration.
* Change your name or home address.
* No longer pay sufficient tax on your income and/or capital gains.

If you pay income tax at the higher or additional rate and want to receive the additional tax relief due to you, you must include all your Gift Aid donations on your Self-Assessment tax return or ask HM Revenue and Customs to adjust your tax code.

**The Scout Association, Gilwell Park, Chingford, London, E4 7QW, Telephone: +44 (0) 20 8433 7212 E:** [**fundraising@scouts.org.uk**](mailto:fundraising@scouts.org.uk)

Registered Charity numbers: 306101 (England and Wales) and SC038437 (Scotland)

##### FAQs

**Please notify us if you**:

* Want to cancel this declaration.
* Change your name or home address
* No longer pay sufficient tax on your income and/or capital gains and cannot claim gift aid

\*If you pay income tax at the higher or additional rate and want to receive the additional tax relief due to you, you must include all your Gift Aid donations on your Self-Assessment tax return or ask HM Revenue and Customs to adjust your tax code.

**You can contact us to update any details at:** [**secretary.1dsbpsa@gmail.com**](mailto:secretary.1dsbpsa@gmail.com)

Name of Charity: The 1st Dullingham & Stetchworth Baden-Powell Scout Group Charity No: 1192729

BS – WC – S – SS – RS

**Please read – Additional notes to parents/ carers**

1. Please **print** both the data collection and the Gift aid form as both need an actual signature.

2. **Complete both forms** and please make sure we have the most up-to-date contact and medical information about your child.

3. To be eligible for Gift Aid the person signing the Gift Aid Form must have paid at least as much income or capital gains tax as is being claimed. The person on the cheque/ bank details (BACS Transfer) who pays the Beaver/Cub/ Scout subscription (subs) must also be the person who signs the Gift Aid Form.

4. On the Gift Aid Form, enter the amount of subs you are paying as the amount you are donating. We will only need to ask you once to fill in the Gift Aid form unless any information about you changes. If

you have already completed a Gift Aid Form for us you do not need to do another one.

5. Return the **two forms** back to either a leader at a weekly meeting or post to the Secretary at the following address –

Jen Milner

Gedding Grange

Drinkstone Road

Gedding

Bury St Edmunds

IP30 0QE

Subscriptions. The NEW rates are as follows per school term starting after Easter 2023

Beavers – £30, Cubs – £35, Scouts – £40, Senior Scouts - £25

Ideally, we would like the subscriptions as a BAC’s transfers with the name of your child as the reference. As per usual, we offer a discount for parents who pay promptly then the subscription increases by £5 after 4 weeks of the email regarding subs payments. These new subscription costs include neckers and badges but not the uniform. If you have any concerns about the cost of your child attending the group, please do not hesitate to contact the leadership team in confidence to explore what support is available.

Contact details :

Group Scout Master - Mark Burton

Email - maburton@hotmail.co.uk

Rover Scouts Leader - John Granger

Email - jg535@me.com

Cubs Leader – Guy Gibson

Email - gibson.ag@btinternet.com

Beavers Leader – Kathryn Montague

Email - kaf.montague@gmail.com

Group Secretary - Jen Milner

Email - secretary.1dsbpsa@gmail.com

Group Treasurer - Emma Thompson

Email - [treasurer.1dsbpsa@gmail.com](mailto:treasurer.1dsbpsa@gmail.com)

**Please also use our FACEBOOK group and join at 1DS SCOUT GROUP – PARENTS PAGE for up to date messages**