



Dear Parents/carers,

Groop - Introduction of our online group management tool

Woodcraft Folk recently introduced a new online management group system to support its groups with day to day administration and data security. As a national organisation it will also give us oversight of who is engaged in our activities and ensure their safe participation.

Staff and members spent over 18 months reviewing various different platforms to find a good fit and eventually decided to contract Groop. Groop provides their platform to a range of other trusted youth organisations and were able to meet our needs. Groop will not share data of Woodcraft Folk members with any third party and is subject to the Data Protection Act 2018. To read their policies in full go to <https://groop.com/privacy-policy/>.

Woodcraft Folk recognises the importance of using personal and sensitive data in an appropriate way, keeping it secure and complying with data protection law. Groop works on a hierarchy basis and only individuals with roles that require access will be permitted to view child data e.g. District Treasurers will not need to see all details of individual children, but will need to access financial data held on the system. To read our policies in more detail go to:

<https://woodcraft.org.uk/resources/data-protection-policy>

<https://woodcraft.org.uk/privacy>

<https://woodcraft.org.uk/child-protection-reporting-and-record-keeping-guidelines>

Any further questions on data protection, email our Data Controller at data@woodcraft.org.uk.

What can Groop online management do?

1. Register your child online to attend Woodcraft Folk (*contact details, health/medical and support needs, Doctors details, emergency contacts, demographic information*)
2. Receive communications and notifications from the Group leaders
3. Access to online group chat forum
4. Book online to attend group night, trips and camps
5. Make online payments for subs, trips and camps
6. Access our resources library - *policies, guidance and other useful material*

Parents/carers will shortly receive their invitation to join the system and register their children. The invitation lasts for 14 days so please be sure to activate as soon as possible. There is guidance for parents on how to use the system here on our website www.woodcraft.org.uk/groop. Please liaise with your group leaders who will also be able to support and answer any questions you may have.

Continued overleaf

Woodcraft Folk is one organisation and wants to work cooperatively with its parents/carers and members to ensure the smooth transition to this convenient, paperless based system. We really strongly believe Groop will not only give us the security our groups need for data management but will give our leaders more time to run fun activities for your children.

We'd like to take this opportunity to thank you for your continued support. If you've any questions or feedback, please contact us at info@woodcraft.org.uk or call 0207704173.

Blue skies

Woodcraft Folk