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LEADER NEWSLETTER

June 2018

A photograph of a young girl with blonde hair, wearing a yellow shirt, smiling. The image is overlaid with a purple semi-transparent box containing text about GDPR. The text reads: 'GENERAL DATA PROTECTION REGULATION (GDPR)' in large white letters, followed by a horizontal line and the text 'How we're getting ready for the new data protection rules.' in smaller white letters.

GENERAL DATA PROTECTION REGULATION (GDPR)

How we're getting ready for the new data protection rules.

Are you GDPR Compliant?

Have you ?

- found all the things you have which might have personal data that's connected to Girlguiding
- checked your cupboard / loft / unit meeting place / filing cabinet / car boot / workplace / sheds / garages

- checked for all paper files
- checked any online storage systems for example Dropbox, Google Drive

Have you sent

- any health forms for activities and residentials which have already taken place where there was an accident or safeguarding incident
- consent forms for activities and residentials which have already taken place where there was an accident or safeguarding incident
- any paperwork/electronic records relating to safeguarding concern/s or notes where you have a concern to the Safeguarding team, Girlguiding Trading Service, Atlantic Street, Altrincham, Cheshire, WA14 5EQ
or safeguarding@girlguiding.org.uk

Are you keeping in a safe place

- Current records.
- Financial records from the last seven years
- Other documents that you're currently using Securely destroy

Have you destroyed

- Any other health forms for activities and residentials which have already taken place without any accidents or safeguarding incidents
- Consent forms for activities and residentials which have already taken place without any accidents or safeguarding incidents
- Old unit starting forms
- Current starting forms after you've updated GO. forms
- Financial records older than seven years, including old Gift Aid forms
- Paper registers
- Old electronic registers, spreadsheets
- Emergency contact lists, either paper or electronic
- Any documents electronic/paper which lists personal information or contact details
- County/local directories
- Old booking forms/order forms
- Any non-safeguarding records/paperwork passed on by a previous leader or volunteer.

If you're not sure whether to keep or destroy a document you find, please contact us on 020 7834 6242. FOR events/activities that are completed

Are you

- Using a separate Guiding email
- Sending emails using the bcc function

If the answer is yes then you are compliant! Well done. If not make it your summer holiday job!!

There is a lot of information on the GDPR web hub to help you with the new law. Check out the 'Managing Information' policy and the checklist and FAQs which are there to help you.

[CHECK OUT THE HUB](#)



Programme Renewal Sessions - July 2018

Thank you to all those of you who got your forms back promptly it does help with the admin when we do not have to chase leaders for responses, so thank you to the 327 of you who have replied.

If you have not yet sent in your form, please do so by 15 June. We do need a reply from everyone. If you cannot attend for a genuine reason we need to know because the 'sweep-up' session in October will **only** be for those who have replied to the original letter and let us know why they cannot attend this time round [and anyone who registers

for LQ during the summer]. Everyone needs to attend a session, not just the unit leader.

The New Programme starts in September this year and everyone - leaders, assistant leaders, young leaders doing LQ and regular unit helpers - needs to know what they should be doing from September. The County has put on these sessions to support our leaders getting going with the new programme. Leaders may cancel unit meetings to attend if necessary - and we have been advertising this programme of trainings since last year. Some points for special attention:

- Even if a leader doing LQ has already attended a section training, she should still attend a new programme session. This is the new programme we will be working with from September 2018 and everyone must know what it involves. Any evidence produced after 1 September must reflect the new programme and not the current one - this does not apply if the evidence has been signed off before 1 September but any new evidence must show that the new programme has been introduced into the unit.
- The session at the Marriott on 3 July is full. If you want to go to the Marriott for your training, please choose one of the other dates/times offered for this venue.
- We have a small number of sessions where the take-up is lower than expected [e.g. Portsmouth High School on 13 July - which is particularly disappointing given this was one of the venues suggested by local leaders which we managed to secure]. It may be that any sessions where the take-up is too low to make the session viable are cancelled. However, we hope that this will not be necessary. We did plan for every session to take 50-60 participants.
- Confirmation letters will be coming out very soon for all the sessions where we have the numbers to make the session viable.

If you have mislaid your information letter and reply form, they are on the County website and Divisions Commissioners have electronic copies. Hard copy reply forms can be scanned and e-mailed to Karen O'Connor, or posted to her to the address on the form.

New Programme Resources

With the new programme come new resources! If you don't have a depot in your Division you can order items from Liz Dunning, County Badge Secretary. The new resources will be available after 21st July. Please note: if you want the new resources in time for September, you will need to place your order as soon as possible.

Details and prices are listed below:

	Rainbow	Brownie	Guide	Ranger
Handbook	£3.00	£3.50	£3.50	£3.50
Badge Book	£6.00	£7.00	£8.00	£4.00
Activity Cards Set 2	£3.85	£3.85	£3.85	£3.85
Activity Cards Set 3	£3.85	£3.85	£3.85	£3.85



Let's Celebrate Our Achievements!

You have hopefully seen the details on our website regarding nominations for a Guiding award plus there is a brochure with full details that you can print off.

Awards are a wonderful way to celebrate the achievements of members and recognised volunteers in your team. You can use an award to recognise commendable conduct and outstanding service. It's important to thank those who volunteer contributing to Guiding on a regular basis.

These Frequently Asked Questions might help you, especially as we don't get enough nominations from most Divisions!

FAQ1: *Can anyone apply for an award?*

Answer: Yes you can. Nominations can be made for an award by anyone but you need to have the application endorsed by a Commissioner. The criteria is all on our County website.

FAQ2: *All leaders are as good as each other so isn't unfair to pick out just one person?*

Answer: No, it's not unfair at all. Firstly, you can nominate ANYONE if they fit the criteria, so go for it! You know though that some people go the 'extra mile' and it would

be great if they got the recognition for it.

FAQ3: *Is it a confidential process? If I nominate someone and the Awards Committee reject the nomination it could be really embarrassing.....*

Answer: That is precisely why it is kept confidential and the potential recipient should not know they have been nominated. The Awards Committee will keep you in the loop in case something needs adjusting and it does have to fit the criteria.

FAQ4: *It looks like a complicated procedure and I'm nervous of getting the application wrong.*

Answer: There is no right or wrong way of giving us the details about the nominee - simply tell us about how they carry out their Guiding, giving some examples of their excellent service, and we will do the rest. We would prefer typed letters of support just so we can read them clearly if at all possible!

FAQ5: *There seem to be so many awards on offer and I don't know how to choose which one to apply for.*

Answer: Have a look on our County website at the awards information. Each one tells you what level a person needs to have reached to be considered for that award. You can also chat to your Commissioner or to me [Kathy Davis] if you have any queries.

FAQ6: *Can I nominate more than one person in our Division at the same time?*

Answer: Yes, of course! All those people who regularly give great service to Guiding week in and week out SHOULD be nominated. We'd love to hear from you.

Kathy

Kathy Davis

Chair, County Awards Committee



FUN, ADVENTURE, FARMING & NATURE

Hampshire East Rainbow Day Trip – Fairy Tales + Unicorns

Saturday 6th October 2018

Come and join other Rainbow Leaders from Hampshire East on a fun filled day out with your girls, to Four Kingdoms Family Park.



There will be plenty to do there, come rain or shine! Feed the animals, go to a show, climb on all sorts of indoor and outdoor adventure playgrounds. Take a ride or explore a maze.



Wear a unicorn
or a fairy tale hat



For a magical
day out with
other
Rainbows

All kinds of fun out of doors

All this and much more is included in the price, £15 per Rainbow and £7 for accompanying Leaders/adults. The price also includes transport by coach to and from the venue from different pick up points across Hampshire East. Tickets will be sold on a first-come, first-served basis.

Each unit may bring as many girls as they wish but must abide by adult ratio of 1:5.

There may be other Leaders who can help on the day. Girls to wear their Rainbow uniform but can bring a unicorn or Fairy tale hat/ hairband to join in with the theme of the day.

If you would like to come, then please fill in the application form [click on button below] and return it with your payment no later than 29th June to:

Miss Gemma Bull

111 Bedford Drive

Fareham

Hants

PO14 4FH

Or email gemma_bull@yahoo.co.uk

Unit Cheques to be made payable to Girlguiding Hants East

[Application Form](#)



[Action for Change](#)

Action for Change aims to empower and mobilise our young members to create social change for a more equal and fair society. Young members, aged 14-25, will attend an inspirational weekend on 26th-28th October at PGL Liddington, where they will learn and develop skills in areas such as campaigning, public speaking and project management to name just a few. Inspirational speakers present will help the girls to start planning their

projects. In other Regions, speakers have included Youth Mayor Anna Rigby and campaigner Yas Necati. The girls will be part of a network where they can share ideas, successes and work together on their projects. Action for Change can count towards Element 4 of the Queen's Guide Award - Service in Guiding and the Duke of Edinburgh award skills section.

As well as becoming part of a network of like-minded girls, they will also have the support of a volunteer Network Coordinator. Network Coordinators will support and coach young members with their projects ensuring they are fully equipped to make a positive change.

As well as helping with the inspirational weekend, Network Coordinators will support a group of up to five members throughout the 9 months and will attend a day of training to get them started with the role. As well as recruiting participants, they are also looking for amazing volunteers and leaders aged 18+ with problem solving, coaching and project management skills to support girls.

To take a look at the role descriptions for participants and Network Coordinators, and to apply, click on the button below.

A blue rectangular button with the text "Action for Change" in white, centered within the button.

She Rallies - Lil Miss Hits

Each year, Hampshire host a Women's pre-Wimbledon tournament on the grass courts in Southsea. This event is called the Fuzion 100 Southsea Trophy and is being held this year from 26th to 29th June. The Hampshire & IOW Lawn Tennis Association would love to run a free tennis session for Rainbows / Brownies on 27th June at 4.30pm.

If you would like your girls to be invited, please contact Sandra Holmes by email sandra@hampshireiowlta.uk or mobile 07452 514488. You never know, they may see the future Wimbledon ladies champion walking about!

For further details about the Fuzion 100 Southsea Trophy, visit <https://www.lta.org.uk/major-events/fuzion-100-southsea-trophy/>

**JUNE
26TH-29TH**

SOUTHSEA — TROPHY —



Tickets now on sale and available from as little as £5 + booking fee

For further details and to book please visit:

<https://www.lta.org.uk/major-events/trophy-series/southsea-trophy/>



\$100K Ladies ITF Tennis Tournament



Dates for your Diary

2018

- 21 June A Safe Space Level 2 training [fully booked]
- 23 June First Response & First Response Renewal [fully booked]
- 25 June Leadership Day for New Leaders training part 1
(section training to be completed as part of Programme Renewal)
- 2 - 13 July Programme Renewal training
- 16 Sept First Response & First Response Renewal
- 10 Oct First Response Renewal
- 3 Nov First Response

6 Nov	A Safe Space Level 2 training [fully booked]
7 Nov	Money Management and Accounts training
10 Nov	A Safe Space Level 3 training (Region training)
18 Nov	Leadership Day for New Leaders training
21 Nov	First Response Renewal

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Our mailing address is:
hantseastadm@outlook.com