

PRIVACY POLICY

IMPLEMENTED: 13TH MARCH 2024

ANNUAL REVIEW: MARCH 2025

Centre Stage Dance Festival takes great care to preserve your privacy and safeguard any personal data you provide to us. This Privacy Policy explains how we collect and use your personal data.

WHAT PERSONAL DATA WE COLLECT

We collect information supplied by you from the application/entry form(s) submitted for participation in the festival, from the Trophy Receipt form and from volunteers. We may collect personal data such as, but not limited to:

- Name
- Address
- Date of Birth
- Telephone Number
- Email Address
- Bank Details

We do not collect 'sensitive personal data' unless there is a legitimate reason for this i.e. where an entrant may need support to participate in a class.

HOW WE WILL USE YOUR PERSONAL DATA

We will use your personal data in a number of ways for the purpose of running the festival, these may include, but are not limited to:

- To process your entry form to participate in the festival
- To keep you updated about the festival
- To send you copies of our syllabus
- To manage volunteers
- To include names of performers in electronic and printed programmes, along with a digitally published list of winners (full names of competitors and winners only)

The application/entry forms ask you to acknowledge and consent to our keeping your personal data for these purposes.

ACCESS TO YOUR DATA AND CORRECTION

You have the right to request a copy of the information that we hold about you. This can be obtained, without charge, by application to the Nominated Data Protection Officer.

We want to make sure that your personal information is accurate and up to date and all reasonable efforts will be made to ensure this is the case. You may ask us to correct or remove information you think is inaccurate.

SHARING YOUR PERSONAL DATA

Your personal data will be treated as strictly confidential and will be accessed only by organisers of the festival. It will be stored securely by ensuring that appropriate technical measures are in place and will not be shared by any third party without your consent, unless required to by law. You can request that your data be removed from the mailing list at any time by contacting the Nominated Data Protection Officer.

HOW LONG WILL WE KEEP YOUR PERSONAL DATA

Your personal data will not be retained for longer than necessary in relation to the purposes for which it was originally collected.

Trophy winners' details will be retained until the trophies are returned safely to the festival.

Contact details will be retained on record for 12 months from the last day of the Festival so that you can be notified about the next year's Festival.

OTHER WEBSITES

Our website provides links to other websites. This privacy policy only applies to this website, so when you link to other websites you should read their relevant privacy policies.

NOMINATED DATA PROTECTION OFFICER

Name: Jessica Elise Evans

Contact Details: 07860 876 134