

# PRIVACY POLICY

#### **INTRODUCTION**

This privacy notice provides you with details of how we collect and process your personal data through your use of our site <a href="https://www.revolutiondancecomp.co.uk">www.revolutiondancecomp.co.uk</a>.

Revolution Dance Competition is the data controller and we are responsible for your personal data (referred to as 'we', 'us', 'us' or 'our' in this privacy statement.)

#### **GENERAL INFORMATION**

Full company details:

Full Name: Revolution Dance Competitions

Email Address: info.revolutiondancecomp@gmail.com
Postal Address: 9 Larks Rise, Chesham, Bucks, HP5 1RG
Contact numbers: 07956 471417 / 07812 172230

We are committed to ensuring that your information is secure. To prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

It is very important that the information we hold about you is accurate and up to date. Please let us know if at any time your personal information changes by emailing us at the email address above.

# **INFORMATION COLLECTED FROM WEBSITE VISITORS**

If you choose to supply us with your personal information through our website and or registration system, we may use it in the following ways:

- ★ To process your request/enquiry made through the website or via email.
- ★ To keep you informed about the competition you have enquired about.
- ★ To register you for any competitions you have entered.
- ★ To keep you informed about future events.
- ★ For internal record keeping
- ★ To improve our products and services.

#### CONTROLLING YOUR PERSONAL INFORMATION

Personal data refers to any information capable of identifying an individual. It does not include anonymised data.



We may process certain types of personal data about you in the following ways:

- ★ Identity data of dancers first and last name, DOB, gender.
- ★ Contact data of dance school/teacher may include billing address, delivery address, email address and telephone numbers.
- ★ Technical data may include login data, internet protocol addresses, browser plug-in types, time zone setting and location, operating system and platform on the devices you use to access the site.
- ★ Profile data may include username and password, purchases or orders, your interests/preferences, feedback and survey responses.
- ★ Usage data may include information about how you use our website, products and services.
- ★ Marketing and communications data may include your preferences in receiving marketing communications from us and your communication preferences.

Data supplied to us for competition registration is retained solely for administrative purposes and sending you alerts about future events.

Data stored electronically will be removed upon request.

You may at any time request details of the personal information which we hold about you. If you would like a copy please email Revolution Dance at the email address above.

If you believe that any information we hold about you is incorrect or incomplete, please email us as soon as possible. We will promptly correct any information found to be incorrect. You may ask us to delete information we hold about you at any time and we will complete this within 48 hours.

# **DATA SECURITY**

Sending information over the internet without encryption is not completely secure and we can't guarantee the security of your data while it is in transit. We have procedures and security features in place to keep your data secure once we receive it.

We do not collect any sensitive data about you. Sensitive data refers to details about your race/ethnicity/religious or philosophical beliefs/sexual orientations/political opinions/ health/biometric data/criminal convictions or offences.

Where we are required to collect personal data by law, or under the terms of the contract between us and you do not provide us with the data when requested, we may not be able to honour the contract (e.g. let you perform at our competition, cancel a product or service you have ordered from us.)

#### **HOW PERSONAL DATA IS COLLECTED**

We collect data about you through a variety of different methods including through direct interactions - you may provide data by filling in forms on our site or by communicating with us by post, email or otherwise.

#### **RETENTION PERIOD**

Where we hold data from people with whom we have not had contact with for 7 years, that data will be deleted from all our systems.

#### LINKS TO OTHER WEBSITES

Our website does not contain links to third-party sites although as part of the services we offer, we may occasionally provide you with links to other websites or applications. However, we are not responsible for the privacy practices employed by those websites or the information they contain. This privacy policy applies solely to information collected by us through the service. Therefore, this privacy policy does not apply to your use of third-party website accessed by selecting a link via our service. We encourage our users to read the privacy statements of other websites before proceeding to use them.

#### **DISCLOSING YOUR INFORMATION**

We may pass on your personal information if we have a legal obligation to do so. This would normally include exchanging information with the police, government departments or local health and education authorities. This is primarily to address safeguarding concerns or in compliance with child employment/performance licencing regulations.

#### THIRD PARTY DATA DISCLOSURE

We do not share information about you, your school or pupils with any third party. We won't share your information with any other organisations for marketing, market research or commercial purposes. From time to time, we may ask that photographs of your performers, as supplied by you or taken at our competitions, may be included on our website or social media platforms. Such images will only be published with your express permission and where schools have obtained parental/guardian consent to release them. Identifiers (names, addresses and other specific personal details) pertaining to the children in the images will never be requested or published by us.

#### **DATA BREACH**

In the unlikely event of a data breach, you will be informed as soon as possible and you will be asked to change your password (if you have one) on our website.

### **CHANGES TO THE PRIVACY STATEMENT**

If this privacy policy changes in any way, we will place an updated version on our website. Regularly reviewing this page ensures that you are always aware of what information we collect, how we use it and under what circumstances if any, we will share it with other parties.

# **CONTACTING US / WITHDRAWING CONSENT**

If you have any questions regarding this privacy statement or the practices of this site, or wish to withdraw your consent for our continued collections, use or disclosure of your personal information, please contact us by sending an email to: <a href="info.revolutiondancecomp@gmail.com">info.revolutiondancecomp@gmail.com</a>.

We will remove your personal information from our website system after 60 days.



