

Stoneleigh Youth Orchestra

Privacy Notice (website)

We're committed to respecting your privacy and keeping your personal information safe. This privacy policy tells you what to expect when Stoneleigh Youth Orchestra collects personal information and how we use your information.

This privacy notice deals with any personal data we process which is not covered in our members' privacy notice. It sets out the basis on which any personal data we collect from you is handled by us in the course of our relationship with you. For example, this notice applies to you if you are a visitor to the site, alumni, prospective member or parent of a prospective member.

Who we are

This privacy notice covers all personal data that is gathered by Stoneleigh Youth Orchestra (SYO), charity number 280297.

Children and vulnerable persons

We're committed to and have policies that protect the safety and privacy of children.

Information we collect about you

You may give us personal data about you, in a number of ways; these include: interacting with our website (such as filling out forms or registering on our website); visiting for a taster day or participating in a workshop, and corresponding with us by phone, e-mail or post.

The information you give us may include the following information about you: full name, address, email, date of birth, phone number, gender, school attended, medical details (if relevant) and musical attainment.

Uses made of the Information

We will use the information you give to us to pursue legitimate interests (as applicable to our relationship with you) and to promote the objects and interest of the orchestra.

How long we keep personal information

We will not keep any personal data about you for any longer than is necessary for the purposes for which the personal data are processed.

How we protect your personal data

Access to your personal data is password protected and is only accessible by relevant members of the executive committee.

Marketing

We will not market services to you without your consent and you have the right to ask us not to use your contact details for marketing.

Letting us know if your personal information is incorrect

You have the right to question any information we have about you that you think is wrong or incomplete. Please contact us if you want to do this.

If you do, we will take reasonable steps to check its accuracy and correct it.

What if you want us to stop using your personal information?

You have the right to object to our use of your personal information, or to ask us to delete, remove or stop using your personal information if there is no need for us to keep it. This is known as the 'right to object' and 'right to erasure', or the 'right to be forgotten'.

You can ask us to restrict the use of your personal information if:

It is not accurate

It has been used unlawfully but you don't want us to delete it.

It is not relevant any more.

If you want to object to how we use your data, or ask us to delete it or restrict how we use it, please contact us.

How to withdraw your consent

You can withdraw your consent at any time. Please contact us if you want to do so.

How to complain

Please let us know if you are unhappy with how we have used your personal information.

Please contact our Data Protection Co-ordinator, Ciara Enskat, via dataprotection@stoneleighyouthorchestra.org.uk regarding any elements of the privacy notice.

Changes to our Privacy Notice

Any changes we make to this privacy notice in the future will be posted on our website. Please check back frequently to see any updates or changes.

Reviewed Nov 2018