



Kirkcudbright Choral Society

Singing together Since 1892

www.kirkcudbrightchoralsociety.org

PRIVACY POLICY

Introduction

This privacy policy sets out how we use and protect any information that you give to us when you become a member of Kirkcudbright Choral Society. All data will be used and held in accordance with the requirements of the Data Protection Act 2018.

Kirkcudbright Choral Society is the controller. If you have any requests concerning your personal data or queries with regard to how we handle your data, you can contact us by email contact@kirkcudbrightchoralsociety.org

We are committed to ensuring your privacy is protected and will not release your data to third parties without your consent. When you join the Society or renew your membership personal information and permissions are collected from you. You can be assured that this will only be used in accordance with this privacy statement

What We Collect

We ask for the following information:

- Name and surname
- Current address
- Phone number
- Email address
- Photographic consent

What we do with personal information

We require this information to administer your membership and provide you with a better service for the following reasons:

- Internal record keeping
- To share information pertinent to the running, organisation and performances of the choir

Kirkcudbright Choral Society will retain your personal information for the duration of your membership. It may be removed at any time by request.

Photo Permission

Photographs of the choir may be taken at events and rehearsals for promotional use on our website, newsletters, Facebook, news articles etc. Consent will be requested on joining the Society, it may be withdrawn at any time.

Updating Your Data

Your data may change, and the accuracy of your information is important to us. Therefore, if your details change or are out of date, please let us know by contacting us directly and we will amend our records.

We take your privacy seriously and this information is held securely. Kirkcudbright Choral Society complies with all applicable Data Protection Regulations. We may update this policy from time to time and will notify you accordingly.

This policy is effective from **5.11.24** and will be reviewed as appropriate.

Under the Data protection Regulations, you have the right to complain to the Information Commissioner's Office (ICO) if you think there is a problem in the way your data is being handled.