



Lord Williams's
Festival Chorus

Privacy Notice

Please read this privacy notice.

Lord Williams's Festival Chorus (here-on-in known as 'the choir') is a non-auditioning, community choir. We process certain personal data and take the privacy of your personal data seriously.

Personal Data

The personal data we process relating to members includes: Name, email address, postal address, phone numbers and is voluntarily provided by each individual. We are required to keep that data up to date.

Contacting you

We are required to have a positive opt-in from you, agreeing that the choir may contact you.

Legitimate interests

We have legitimate interests in processing this personal data as part of the administration of the choir and to be able to contact you with information.

Security

We take the security of your data seriously. The personal data is stored in password protected electronic files and computer, with hard copy data under lock and key.

Data retention

We retain your personal data whilst you are a member of the choir and for the period of one year after you cease to be a member.

Who has access to your personal data?

The Chairman, Secretary and Treasurer each hold a copy of the whole data base and Mrs C M Meek has a list of email addresses only, for sending out messages to the whole choir. We will not share your personal data with any third party unless there is legal obligation on us to do so.

Your rights

You have to following rights under data protection laws:

- The right to object to us processing your personal data
- The right to correct any mistakes in your personal data
- The right to restrict us processing any of your personal data
- The right to access your personal data
- The right to require us to delete your personal data
- The right to have your personal data provided to another
- Rights in relation to automated decision making, though we do not undertake this.

If you wish to exercise any of your rights, please contact the Secretary.