

Data Protection Policy

Pirrie Performing Arts



Privacy Notice:

Pirrie Performing Arts (Pirrie Studios) are committed to protecting and respecting your privacy.

This Policy describes how we collect and use personal data about you in accordance with the General Data Protection Regulation.

Pirrie Performing Arts have the right to review this policy on an ongoing basis.

Who are we:

We are Pirrie Performing Arts based in both Fife and Perth.
Email address: pirrieperformingarts@gmail.com
Tel: 07967 603911

How do we collect information:

All data we collect and process is from the Pirrie Performing Arts enrollment either through 'Class4Kids' or an enrollment form filled in and signed by you on the first day your child attends a class at any of our venues. It is important you inform us of any changes we should know about.

What type of data do we collect from you:

(Our lawful basis for processing this data is one of consent.)

Information Collected	Purpose
Name Of Student	Name Of Student
Date Of Birth	Class structure - pupils are placed by age or school class to maintain sensible class sizes.
Gender of Pupil	Class structure - ensuring pupils are placed in appropriate classes and to maintain sensible class sizes.
Name of parent/guardian	Point of contact
Email Address	If provided this will be used to communicate with parents/guardians
Main contact number Emergency contact number	Emergency contact (child safety)
Address	Point of contact
Extra Emergency contact name/number	Alternative contact number when main contact unavailable (child safety)
Medical information	Includes food allergies and any medical conditions necessary to ensure child safety and comfort when child is attending classes.
Permission to photograph and video children	Photographs and Videos will be taken of the children throughout the year at classes, during each Summer and Easter school (including the end of week performance) and at any end of term shows. With your permission on the consent form Pirrie Performing Arts may use these video recordings and photographs for promotional and marketing material.

Retaining your personal data:

We will retain the data you provide for as long as your child attends classes with us and up to a year afterwards unless advised otherwise by you. After this time we will destroy the information and advise you as such.

Your rights:

Under data protection legislation you have the right to request access to any information we hold relating to you and your child. Any requests should be made by email to: pirrieperformingarts@gmail.com
You should provide your name, address, telephone number, email address and the details of the information you wish us to send to you.

If you think your data should be erased please contact us at the email above. We keep this policy under regular review.