Privacy Policy

General Data Protection Regulation Compliant

Hawthorne School of Dance is committed to protecting the rights and freedoms of individuals with regards to the processing of children's, parents and staff personal data.

Personal data will be collected and processed fairly and lawfully for specified and legitimate purposes only. Individuals data will not be processed without their knowledge and only with their consent.

In order to contact families; HSOD requires to have a contact email address, an emergency phone number and the parent's names of each dancer. This is listed on the class registers along with the dancer's name and date of birth. The class teacher will have a copy.

This information is collected via application to join the school or via email exchange.

By giving the school the information above, you enable us to contact you by telephone in the event of an emergency.

Your attendance to the school is your agreement to receive communication via email regarding services, updates and fees.

At any point, an individual can make a request relating to their data; HSOD shall need to provide a response within 1 month.

You have the right to request to delete your data where there is no compelling reason for its continued use.

HSOD does not sell your data. HSOD does not share your information with third parties without your permission as outline below.

Special Category Data : In event of Imperial Society of Teachers Dance Exams or Dance Performances

In the event of a <u>Dance Performance</u>, the council requires that we collect and manage certain data. For each dancer, we shall need to know their full name, addresses, date of birth and education school. This information is sent to the Local Authority via a secure electronic file transfer.

In the event of <u>ISTD Exams</u>, the examining board will require their full name, date of birth and ethnic origin. This information is sent to the ISTD via a secure electronic file transfer.

The ISTD is committed to a policy of access and fair assessment for all those wishing to take our dance examinations. The information requested enables the ISTD to provide statistical information on achievement rates analysed by factors such as ethnic origin and gender. It also enables us to identify our candidates uniquely thereby ensuring that a record is kept of each candidate's achievement.

When Special Category Data is needed for special events, each family will be contacted for the relevant information and for their consent for it to processed.

Links to other websites

Our website contains links to other websites of interest, such as 'My Dance Store' for the purchase of dance clothing. Once you have used these links to leave our site we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.