

PRIVACY NOTICE

As a result of the revision of the Data Protection Act 1988, the new General Data Protection Regulation (effective from 25th May 2018) requires that MyBallet Academy Ltd ensures parents/guardians are aware of what personal data we hold, how we collect it and the parents/guardian's rights concerning theirs and their children's personal data.

Data controllers: Lydie Schrepfer

Personal information held for each student consists of their name, date of birth, address, contact telephone numbers of parents/guardians, email address of parents/guardians and details of any relevant medical conditions.

- This information is collected when the enrolment form is completed during the trial class booking at MyBallet Academy Ltd. The registration form information is then safely stored in our admin software "ClassManager"
- Your personal information is used for the following purposes which form the legitimate legal basis of processing your data: protecting your vital interests- medical information (if any) needs to be collected to ensure the safety and well-being of our students in the event of an accident or an emergency.
- The legitimate interests of the business: i.e. your personal details are required in order to keep in contact with you in the event of an accident or emergency, cancellation of classes or events, documents required for any shows/performances.
- When you have chosen to consent to MyBallet Academy, you are consenting to your information being retained for the purpose of contacting you. However, where additional consent has been supplied you understand that you can withdraw your consent at any time by emailing enquiries@myballet.co.uk . This will however limit our ability to contact you when necessary, in the future.

MyBallet Academy will only share student's data with –

- RAD and Rambert Grades (examination purposes)
- Local authority (public performance/show purposes)
- Personal data will be deleted after the student leaves the school. Any hard copies are securely disposed of after this time.
- As a data subject you have the right to request access to, rectification or erasure of your personal data, to object to or request restriction of processing concerning the data, or the right to data portability.
- In each case a request must be put in writing by email to enquiries@myballet.co.uk

