

# Privacy policy

Ealing Festival of Music, Dance, Speech and Drama is an affiliated member of the British and International Federation of Festivals for Music, Dance and Speech. This privacy policy describes how and why we obtain, store and process data which can identify you. We may update this policy from time to time and shall indicate on the website when changes have been made.

## Lawful basis for processing

Consent.

## What information do we collect about you?

We collect information about you when you submit an entry form for our festival. We will ask only for information that is relevant to the service we are providing. We do not collect any information from you or about you through any other means.

## How will we use the information about you?

We collect information about you to process your entry, manage your entry and to email you about details and arrangements that affect you.

## How long we will keep your information?

We will only hold data as long as is needed, which may include previous year's marks and prize winners. You may at any time request that we delete your data.

## Marketing

We do not use your information for any marketing purposes, or share it with any third parties.

## Access to your information and correction

You have the right to request a copy of the information that we hold about you. If you would like a copy of some or all of your personal information, please email [chairealingfestival@hotmail.co.uk](mailto:chairealingfestival@hotmail.co.uk). We want to make sure that your personal information is accurate and up to date. You may ask us to correct or remove information you think is inaccurate.

## Changes to our privacy policy

We keep our privacy policy under regular review and we will place any updates on this web page. This privacy policy was last updated on 16 May 2018.

## How to contact us

Please contact us if you have any questions about our privacy policy or information we hold about you: Yvonne Baisden [chairealingfestival@hotmail.co.uk](mailto:chairealingfestival@hotmail.co.uk)