



Wonderland Stage School Privacy Policy

Please see our GDPR (General Data Protection Regulation) policy which regulates the processing of personal data relating to you and grants you various rights in respect of your personal data.

This Privacy Policy will explain how Wonderland Stage School uses the personal data we collect from you when you submit the Registration Form.

What data do we collect?

We will collect the following information:

- Personal identification information (Your name, email address, phone number, home address)
- Your child's name
- Your child's date of birth
- Your child's gender
- Child's medical and/or disability information, plus access requirements if necessary
- Payment details

How do we collect your data?

We will collect data and process data when you:

- Submit the Registration Form to enrol your child in Wonderland Stage School
- Provide feedback via email or Google Forms

How will we use your data?

We collect your data so that we can:

- Deliver and facilitate teaching in drama and dance and organise performances/showcases
- Respond to emails and enquiries
- Send administrative information and communicate with you
- Improve our website and teaching services we offer
- Provide the best possible support to each child or young person with regard to access requirements and/or disability
- Ensure each child or young person is kept safe and well with regard to medical information
- Meet legal, regulatory and GDPR compliance requirements

How do we store your data?

Wonderland Stage School securely stores your data on a private computer with password protection. We will keep your data for one year after you have given written confirmation that your child no longer wants to continue at Wonderland Stage School. We will permanently delete your data from all password protected files on the private computer.

Marketing

We communicate with parents/guardians via a mailing list. This will be the main source of important information and details regarding weekly stage school sessions. You can unsubscribe at any point by contacting Alice Davies directly (alice@wonderlandstageschool.co.uk) or by clicking the unsubscribe link at the bottom of the emails.



What are your data protection rights?

Wonderland Stage School want to make sure you are fully aware of your data protection rights. You are entitled to the following:

- The right to access – you can request a copy of your personal data that we have collected
- The right to rectification – you can request to correct any information you believe is inaccurate. You can also ask to complete information you believe is incomplete
- The right to erasure – you can request us to erase your personal data, under certain conditions
- The right to restrict processing – you can request us to restrict the processing of your personal data, under certain conditions
- The right to object to processing – you can object to the processing of your personal data, under certain conditions
- The right to data portability – you can request us to transfer your data that we have collected to another organisation, or directly to you, under certain conditions

If you make a request, Wonderland Stage School has one month to respond to you.

How to contact us:

If you have any questions about this Privacy Policy or would like to make a request regarding your data protection rights, please contact:

- Alice Davies – Principal of Wonderland Stage School
 - alice@wonderlandstageschool.co.uk
 - 07522144528

Wonderland Stage School keeps its Privacy Policy under regular review and will notify you of any changes. This policy was last reviewed on 2 September 2023.

Signed: 

Date: 02/09/2023