



Dawns i Bawb's Privacy Policy General Data Protection Regulations (GDPR)

Dawns i Bawb takes the security of your personal information very seriously and have made some changes to ensure that we comply fully with GDPR. We guarantee that the information that you provide us with will be kept in a secure location, will never be passed on to third parties without your explicit permission, and will only be used for the relevant purposes. You have the right at any time to gain access to your personal information on our database or to withdraw your consent to your information being stored on our database and to withdraw consent to be contacted by us.

Security:

All personal data will be stored on a password protected electronic database, or in locked files. All members of staff have received training in GDPR and Dawns i Bawb has appointed a designated Data Protection Officer who is Catherine Young, our Artistic Director. The Data Protection Officer will carry out regular checks that GDPR is correctly being followed.

Your Data:

Every person who participates in Dawns i Bawb sessions or projects will fill out a registration form which asks for your name, address, phone number, emergency contact details and relevant medical information. The forms will also ask for your permission to take photographs for publicity purposes, and asks for your permission to store your data and to contact you. This information is important to ensure that we can contact you if needed, and to safeguard you or your child. We will never use your personal information for anything other than that for which you give us clear permission.

We ask for permission to contact you by email or text to let you know of any changes to sessions or projects, if a session or project is cancelled at short notice, or if we need to let you know of any information regarding performance, for example.

Social Media

Dawns i Bawb has Facebook, Twitter and Instagram pages where we regularly post about news, sessions, projects and any messages that participants need to know. It is your choice whether you want to follow us and you can stop this at any point. We do not contact people directly through social media unless we are responding to a message. If we follow you on social media but you do not want us to, you have the right to stop this at any point. If you leave any feedback for us on our social media pages, we might use this for reporting purposes, but will contact you to ask for your permission first.

Website

Dawns i Bawb has a website that is managed by Delwedd. We do not capture or store personal data about visitors to our website.

Declaration

Dawns i Bawb agrees to comply with GDPR and to only use your personal data for that which you have permitted. We will not store your information for longer than is necessary and will regularly monitor our data protection procedures. If your personal information is stolen or lost, we will treat this as a security breach and will contact you and the Information Commissioner's Office immediately.