

North and Midlands School of Music Privacy Policy

Here at the North & Midlands School of Music we take your privacy seriously . This policy explains when and why we collect personal information and how it is handled.

For the purpose of the General Data Protection Regulations, the data controller for the North and Midlands School of Music is Paul Melville, who can be contacted at dataprotection@nmsm.org.uk

How we use information about you?

The North & Midlands School of Music will only use your personal details to administer your membership so that we can contact you about services we provide and keep you up to date about the activities of the School by post, email or telephone. If you agree, your name may appear in a list of members in our publications.

We may also use anonymised cookies (a small text file storing basic information) so we can track numbers of visitors to our website and website traffic levels.

Who is responsible for the data?

Your data is collected by Management Committee of the School through application via our website, email, telephone or post. Your data will not be shared outside of the Management Committee, unless your permission is requested, and is used only for School management purposes and in publications created and distributed within the School.

How long is my data held?

The School will hold your personal data for as long as you are a member of the School or have expressed an interest in one or more of our services so we are able to provide you with the information to do with the School. If you choose to end your membership, we will securely destroy the personal details we hold on you.

Security of personal information

We use administrative, technical, and physical measures to safeguard personal information against loss, theft and unauthorised uses, access or modifications.

Changes to our policy

We reserve the right to add to or amend this privacy policy at our sole discretion, without prior notice to you. Please review our privacy policy on a regular basis to make sure you have read the latest version and you understand what we do with your personal information.

This document was last updated May 2018.