

Guide to the General Data Protection Regulation

In accordance with the GDPR regulations (effective 25th May 2018), we are required to inform you of changes to the storage of your/your child's information.

When you join Totnes School of Dance, you complete a registration form and we can assure you that this form and any forms where your personal information (including signature) is required is stored securely and not shared with any third parties.

Any CCTV in operation is solely for the security and safety of everyone in the building.

Totnes School of Dance uses our own website and social media sites (i.e. Facebook) for promotional and advertising purposes only. No child will be directly named in any photographs

If a student leaves, the paperwork is shredded (please refer to the Data Protection Policy).

We require a signature from you to say that you are happy for us to continue to store your information as stated above. Please remember to notify us of any changes of address or telephone numbers, as appropriate.

Thank you.

Totnes School of Dance

The following section must be completed by a parent/guardian and returned to Totnes School of Dance:

I agree to the information given above and on application forms being stored in the office of Totnes School of Dance, as set out above. I also acknowledge that I will be advised of any future changes to this Policy.

- ☐ Please tick (✓) this box to confirm that you have read and understood the above information
- ☐ Please tick (✓) this box to confirm that you agree to a record of your/your child's involvement with us (including personal data) being collected and stored by us
- ☐ Please tick (✓) this box to confirm that you agree to the relevant information being given to (a) IDTA/RAD/ISTD in order that your child may partake in examinations, (b) the Council to apply for any licences that we need and (c) to any other organisation such as festival organisers where they require information about the School so that we can stage events and shows

GDPR requires that you will only be contacted in relation to matters where you have given your consent

- ☐ Please tick (✓) this box to confirm that, in accordance with GDPR, you consent to being contacted by us in relation to any issue/s relating to us

Your name:

Child's name:

Signed:

Dated: