



Privacy Notice

As a result of the revision of the Data Protection Act 1998, the new General Data Protection Regulation (effective from 25th May 2018) requires that Leanne MacVeigh Dance Academy ensures its parents/guardians are aware of what personal data we hold, how we collect it and the parents/guardian's rights concerning theirs and their children's personal data.

Data Controllers: Leanne Mackay

Personal detail for each student consists of name, date of birth, address, contact telephone numbers for parents/guardians and details of any relevant medical conditions.

- This information is collected when the registration process is completed. The information is then stored securely
- Your personal information is used for the following purpose which form the legitimate legal basis for processing your data: protecting your vital interests- medical information (if any) needs to be collected to ensure the safety and well-being of our students in the event of an accident or an emergency.
- The legitimate interests of the business: i.e, your personal details are required in order to contact you in the event of an accident or emergency, cancellation of classes or events, documents required for exams/shows and also for the purpose of invoicing.
- When you have chosen to consent to the Leanne MacVeigh Dance Academy, you are consenting to your information being retained for the purpose of contacting you. However where additional consent has been supplied you understand that you can withdraw your consent at any time by emailing leanne@leannemacveighdanceacademy.co.uk. This will however limit our ability to contact you in the future.

Leanne MacVeigh Dance Academy will only share student's data with-

BBOdance – Examination Purposes

Local Authority- Show/performance purposes

Personal data will be held and kept for two years after a student leaves the school. Any hard copies are securely disposed of after this time.

As a data subject you have the right to request access to, rectification or erasure of your personal data, to object to or request restriction of processing concerning the data, or the right to data portability.

In each case a request must be put in writing to leanne@leannemacveighdanceacademy.co.uk.