

PRIVACY POLICY



General

On the 25th May 2018, the new General Data Protection Regulations (GDPR) came into effect that applies to all companies and societies using personal data. This requires us by UK/EU law to get your permission to hold information about you and to let you know how it will be used. This document states the privacy policy of Celtica Academy.

It is Celtica's policy to ensure that any personal data supplied is kept private and secure at all times and treated in the strictest of confidence.

We do not gather any visitor information on the website – enquiries are separately handled via phone or email using the email addresses published on the Contact Us webpage. Your information is not held on the website and is not held without your express permission in accordance with the UK/EU GDPR.

Please read the following privacy policy to understand how we collect and use your personal data, for example when you contact us, visit our website or Facebook.

Whenever you give us personal data, you are consenting to its collection and use in accordance with this privacy policy.

What personal data do we collect?

To keep you up to date with our Irish dance classes and to record a class register, we may collect personal data such as your name, postal address, date of birth, email address, parent email address if dancer is under the age of 16, telephone and/or mobile number. Phone numbers are held as a point of contact between yourself and Celtica Academy.

None of this information is held on this website or social media. All personal information is only stored on a home computer, phone or mobile device and is password protected. This is required by UK/EU law. No paper copies are held other than your Consent Forms.

Consent Forms are securely held by the Data Controller and include:

- DVD Permission form for the sale of the Celtica Academy Show DVD
- Medical Declaration Form that is used to identify any health/allergy information that is shared only within Celtica Academy with Maggie Gallagher, Chaperones

and Group Leaders to help dancers feel safe and provide knowledge if any emergencies occur.

- Image Permission Form that is used within Celtica Academy for the reasons nominated on the form i.e. programmes, Facebook page, website page & Celtica Academy events.

How do you use my personal data?

If you provide personal data to us, we will collect that information and use it solely for the purposes for which you have provided it, in accordance with this privacy policy and your signed Consent Forms.

Browsing our website

Whenever you connect to our website, we do not collect any information related to your visit.

Cookies

A cookie consists of a piece of text that gets entered into the memory of your web browser by a website, allowing the website to store information on your machine for later retrieval. The information is sent back to the website each time the browser requests a page from the website. This mechanism enables the website to identify and track your web browser.

We do not use any cookies or analytics to gather personal information on our website or to track your browser. Note that Facebook has its own Privacy Policy and collects data.

Market Research

No market research is undertaken on our website.

Email communications

We adhere to the following guidelines in relation to our email communications:

- emails will clearly identify us as the sender – see addresses on the Contact Us webpage
- you may unsubscribe at any time
- We send emails only from celticaacademy1@gmail.com

If you receive an email which claims to come from us but does not use this address or any published on the Contacts Us webpage, or if you are suspicious that an email may not be approved by us, then please forward a copy of the email (marked as “Suspicious email” in your email subject line) to celticaacademy1@gmail.com so that we can investigate.

With whom might we share your personal data?

We provide Coventry & Warwickshire City Councils the relevant data when applying for performance licenses on your behalf for the events that Celtica Academy organize. We do not share your personal data with any other 3rd party.

You are responsible for personally contacting other organisations via the links and emails provided on our website for information, products and services that you require, such as show or event information. The organisations that you contact are responsible for taking all reasonable steps to ensure that your personal data is treated securely and in accordance with their privacy policy.

Photos & videos

Parental Consent will be obtained prior to the child being filmed or photographed and also prior to a public performance.

Links

This privacy policy applies to the www.maggieg.co.uk/celticaacademy website, which contains links to other websites. Our emails may also contain links to 3rd party sites. Please be aware that we are not responsible for the content or privacy practices of any linked website. We make our visitors aware that they are leaving our website via a link by boldening all links. Visitors are responsible for reading the privacy policy of the linked site as that site may collect personal data.

Security

We endeavour to hold all personal data securely in accordance with our privacy policy stated above and applicable law.

Unfortunately, no data transmission over the Internet or any other network can be guaranteed as 100% secure. As a result, while we strive to protect your personal data, we cannot ensure and do not warrant the security of any information during transmissions between us, and this information is transmitted at your own risk.

In addition, note that any download from our website to your browser is also transmitted at your own risk.

Contact

If you have a concern or question about this privacy policy, or the way Celtica Academy has handled your personal data, please contact Celtica Academy by email or phone (details are on Celtica Academy's Contact Us webpage).

Notification of changes

This privacy policy was last updated as shown in the footer below. We may amend or vary this privacy policy from time-to-time and the revised policy will apply from the date posted on the website. You accept that by doing this, we have provided you with sufficient notice of the amendment or variation.

You should check this document occasionally to ensure you are happy with any changes.