



## PRIVACY POLICY

You provided your personal information when you joined the choir.

The choir (ESCS) will use your personal information (name, email address, postal address, phone number, choir section details) to:

1. keep track of choir membership and section (SATB) membership
2. keep you informed of any important events or information relevant to the choir.
3. keep track of payments due relevant to choir.

Also, if a member misses practice sessions consistently, the member may be contacted using details provided to check on their wellbeing.

Your details will never be shared with any other parties without your explicit permission.

You may request to review your details at any time by contacting your choir section lead or emailing [info@escs.org.uk](mailto:info@escs.org.uk)

Do inform your section lead or email [info@escs.org.uk](mailto:info@escs.org.uk) if your personal information changes so your records can be maintained.

Please be assured your details are held in a safe and secure way with restricted access by specific approved committee members accessible only over encrypted links for the express purpose of the legitimate purposes of the choir described above.

When you leave the choir your details will be removed from the membership list.

This policy may be updated from time to time to keep up to date with current legislation.

If you have any questions about this policy do please contact your section lead or email [info@escs.org.uk](mailto:info@escs.org.uk)