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| |  |  | | --- | --- | | |  | | --- | | From May 25th 2018 there are new rules regarding your data and how we use and store it. This statement briefly describes how Arabesque School of Dance will use your personal data. Our school policy describes your data protection rights, including a right to object to some of the processing which we may carry out. More information about your rights, and how to exercise them, is set out in our full GDPR policy. We wish to share with you the information we keep and how we use it.... If you have registered with us, we will have your name, telephone number and email address (for the purpose of adding your child to our registers and student database RADAR.)  If you have registered with us we will have your name, your child’s name, your child’s date of birth, your address, telephone number and email address (address is for invoicing, telephone number in case of an emergency or any issues, email address for contact and the occasional newsletter/communication and your child’s date of birth for class registers and any future examinations.)  If you have registered with us we have asked for you to share any important medical information.  We have asked for your permission to take photograph’s and videos of your child to use to promote our dance school and to share on our facebook page (Arabesque School of Dance Solihull Sutton Coldfield) and on our website ([www.balletdance.co.uk](http://www.balletdance.co.uk)) If taken, these images and videos are saved on an secure, password protect computer which is sited at the dance school office in Berkswell. We will not share students names and personal information with these images or videos.  All data regarding students is stored electronically on an encrypted programme on an office computer which is password protected, within a closed, locked office with restricted access.  The information you have included on this registration form may be shared with local councils (for performance exemption license and safe guarding issues) and governing dance exam bodies (RAD, IDTA for examinations). This information is shared via a secure link and these organisations have their own policies in place for secure data sharing.  We have a closed parent group on facebook (Arabesque School of Dance Student Page) where we share information directly relating to students. This group is security question protected and private. If you object to us sharing details about your child, sharing any images or videos of your child please tick here …………… In the future we will be using more social media as it is more fun than a standard email but we will also update our website, so if you would like an email a few times a year then keep an eye on social media for more information. We are ever evolving and developing the classes and services we offer.   We don't send many emails - so if you choose to be on our database by filling out this registration form it will just mean you can stay easily up to date with any new classes or information. Invoices will still be sent initially in paper form via your child in class or posted as normal.  We have Facebook (Arabesque School of Dance Solihull Sutton Coldfield) and a private closed Facebook Group (Arabesqe School of Dance Student Page)   We will never pass on details to a third party. Rest assured we take your security seriously.   Any further questions or queries please just get in touch we would love to hear from you.  Michelle & The Team at Arabesque School of Dance  Please sign here to confirm that you have read the above statement on how we store, use and share your information:  …………………………………………………………………………PRINT NAME: ……………………………………………………………………….DATE:………………… | | |