



Privacy Policy
(Including: Website Terms & Conditions, GDPR & Cookies)

Website Terms & Conditions: Welcome to our website. If you continue to browse and use this website, you are agreeing to comply with and be bound by the following terms and conditions of use, which together with our privacy policy govern Jackie Palmer Stage School's relationship with you in relation to this website. If you disagree with any part of these terms and conditions, please do not use our website.

The term 'Jackie Palmer Stage School' or 'us' or 'we' refers to the owner of the website. The term 'you' refers to the user or viewer of our website.

The use of this website is subject to the following terms of use:

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- Your use of this website and any dispute arising out of such use of the website is subject to the laws of England, Northern Ireland, Scotland and Wales.

Jackie Palmer Stage School Privacy Policy

We are compliant with the new GDPR which came into force 25th May 2018. We ensure that we protect the child's and their parents' data accordingly. Our Privacy Policy has been written in order that children can understand what information we hold and how we use this information.

The Jackie Palmer Stage School provides classes in every aspect of performing Arts – these include Dance – Ballet, Tap, Jazz, Acrobatic, Street and Commercial; Drama; and Singing. The classes are for 3 – 18 year olds. Boys have separate classes to girls, with the exception of show rehearsals and our drama only class. The pupils perform shows to the general public in theatres, as well as school halls, and including open air Fetes.

We take your privacy seriously and so the only data we take is necessary for us, to conduct our business. We will never sell your information but we may have to share some information with another professional body in order to, for example enter pupils for exams.

The information we hold, has been collated from forms completed when applying for the school. This includes names dates of Birth, telephone numbers and email addresses. Then when a child joins the school additional information such as addresses, biometric data (hair & eye colour) and any medical information the parent feels we should know about as it may affect their ability in class or in the school environs. As well as signed permission to record our shows, which are then used for training purposes or for parents private home use. We ask that parents keep us informed of any relevant changes to the data, so we always have the most up to date information.

We only gather and retain information that we actually need. We need this data to be able to communicate with parents/guardians and children; for our teaching staff to be aware medical information which might be relevant, and to pass on to exam bodies when the children are taking exams. We only deal with official exam bodies all of whom have to be compliant with the new GDPR standards. Any details we are given from credit cards in order to pay fees is immediately destroyed after the fees have been taken.

Electronic data is held on a secure private network, where everything is password protected. Hard copy information is held within a private, secure, alarmed office. When pupils leave the school, this information is destroyed/deleted in line with regulations.

For those Jackie Palmer Stage School pupils who also join the Jackie Palmer Agency, please look at our JPA Associates Privacy policy, which can be found on our JPA Associates website. On joining the agency you would be made aware of the additional data we collect such as bank details so we can pay for work carried out by the children, Birth Certificates and letters of permission from their day schools in order to be able to apply for Performance licences. We have to share additional data with casting directors, producers and production companies, all of whom would need to be GDPR compliant. If your child then leaves the Agency the data is deleted in line with current regulations, but we will need to retain minimum contact details, bank details and contracts to ensure that we can continue to pay any residual/repeat monies. For full information please go to www.jpaassociates.co.uk – privacy policy

Marylyn Phillips is the Data Controller and you can contact her at agent@jpaassociates.co.uk

How we use cookies

A cookie is a small file which asks permission to be placed on your computer's hard drive. Once you agree, the file is added and the cookie helps analyse web traffic or lets you know when you visit a

particular site. Cookies allow web applications to respond to you as an individual. The web application can tailor its operations to your needs, likes and dislikes by gathering and remembering information about your preferences.

We use traffic log cookies to identify which pages are being used. This helps us analyse data about webpage traffic and improve our website in order to tailor it to customer needs. We only use this information for statistical analysis purposes and then the data is removed from the system.

Overall, cookies help us provide you with a better website by enabling us to monitor which pages you find useful and which you do not. A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us.

You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of the website.