

Watford Dance Festival is a competitive festival of the performing arts, run by volunteers and registered with the Charity Commission No: 1054523. It is a member of the British & International Federation of Festivals and the All England Dance Competition.

Our Privacy Promise

We promise:

- To keep your data safe and private
- Not to sell your data
- Not to share your data with third parties without your specific permission

Collecting your personal information

We can get your personal information when you:

- register an entry to the Festival
- volunteer at the Festival
- are engaged as an Adjudicator at the Festival
- ask us for more information about the Festival, or contact us with a question or complaint
- pay for an advertisement in the programme
- visit or browse our website
- give us bank details to enable us to transfer money to your bank account (e.g. for a payment or refund)

The personal information we collect

It may include (but is not limited to) the following:

- Your name, address, phone number, date of birth and email address
- Your bank account number and sort code
- Your contact with us – such as a note of a call you make to us, an email or letter you send to us or other records of any contact you have with us

Using your personal information

Names and ages will be published in the Festival programme.

We will also include in the Festival programme a list of cup/prize winners.

This list of cup/prize winners will also be available on the web site.

Sharing your personal information

Apart from the published programme, we will not share your personal information with a third party without your specific permission unless required to do so by law.

Keeping your personal information secure

Access to your personal information will be restricted to those personnel who administer the Festival.

We will store your information for as long as we have to by law. If there is no legal requirement, we will only store it for as long as we need it. We will also keep some personal information for a reasonable period, for example, to send a syllabus for the following year's Festival.

You should be aware that communications over the internet (such as emails) are not secure unless they have been encrypted. We cannot accept responsibility for any unauthorised access or loss of personal information that is beyond our control.

Your privacy rights

You can write to us at any time to get a copy of the personal information we hold about you.

The request, in writing, should be addressed to:

Mrs M Watkins, 5 Little Orchard Close, Abbots Langley, WD5 0LQ.