The Hunt Academy For Young Actors Privacy Policy

This Privacy Policy applies to information The Hunt Academy For Young Actors (HAYA) collects about individuals who have signed up for the Academy and or / the Agency

We agree to comply with GDPR Guidelines. The GDPR includes the following rights for individuals:
- the right to be informed
- the right of access
- the right to rectification
- the right to erasure
- the right to restrict processing
- the right to data portability
- the right to object
- the right not to be subject to automated decision-making including profiling.

As per our parental agreement /booking form and in compliance with our child protection policy, you have consented for us to have access to the following information.

Academy

YOU	CHILD	ADDITIONAL CONTACT / EMERGENCY CONTACT
Full Name Address E-Mail Telephone Numbers	Full Name Date Of Birth Health, Dietary, Allergy, Special Educational Needs Requirements * With parental consent *Mobile Number *Email Address	Name Telephone Numbers
What is this information used for?		
-Contact in case of an Emergency -Academy related information and updates e.g term dates, cover artists, specialist workshops, performances or changes to schedule -To keep you informed of other offers and services.	- Information on file for child protection and health and safety compliance. - To draw up class registers and allocate classes - * To liaise directly with actors regarding scripts and content for classes and performances. Purely advisory.	- To contact in case of an emergency in the event that the primary carer is not contactable.

- This information is kept in password protected clouds and databases.

- These details are not used for profiling and will not be passed on to any third parties.
- If your child leaves HAYA your information will be safely destroyed
- If you have any concerns or would like any information removed please contact Sarah at sarah.hunt@thehuntacademy.co.uk

Agency

Purpose	Data collected	
Joining the Agency	Name of Child, DOB, Photograph Parent / Guardian name, address, phone number.	This is a contractual agreement and by signing the agency contract you agree to the terms regarding our data use.
Securing work	Additional Data gathered. Bit certificate, LEA and school information, medical certification.	In order to gain. Child license for employment we need access to extra information. This is agreed to and in the best interests of the child. This information is shared third party with the local council and production company each complying to GDPR regulation.
Payment	Bank details of nominated bank account.	In order to pay the child for the work they have done I need access to bank details for transfer purposes.
Website functionality	Website activity collected through cookies	It is necessary for us to store a small amount of information to deliver functionality.

How Data is Used

- We will only use your data in a manner that is appropriate considering the purpose for which this data was collected. e.g
1 Reply to initial enquiries
2 Comply with our child protection policy by gathering emergency contact / medical information
3 Keep you updated with news, information and reminders related to The Hunt Academy For Young Actors via text and email for the Academy and the Agency.
- We will only pass your data to third parties with explicit consent for us to do so.
- You have rights over your data including revoking consent to share with third parties, deleting of information, access to your information and the right to complain about use of Data.
- You can find a full list of your data rights here: ico.org.uk
- Please note that exercising some of these rights could inhibit our work and prevent us upholding our side of the contract. If you have any questions or concerns please contact sarah.hunt@thehuntacademy.co.uk
- We may modify this policy at any time and will keep the current version published and accessible on our website. If we make amendments that effect your data you will be notified.