

## **Dance Arena Ballet and Stage School**

### **Privacy Policy**

**Date: 02/08/2025 Version: 25.00**

Dance Arena Ballet and Stage School will respect your privacy. This policy is set out to let you know what information we gather, how we use it and how we keep any data you provide secure.

Our contact details are:

Address: Dance Arena Ballet and Stage School  
4 West Park Street  
Brighthouse  
West Yorkshire  
HD6 1DU  
Phone: 07872 176511  
Email: [principal@dance-arena.co.uk](mailto:principal@dance-arena.co.uk)

### **Collection and Use**

We gather information when our website is visited via the contact us form if used and by Google Analytics.

Any Analytical data such as IP address, information regarding what pages you visit and when will be used to analyse website activity to create a better end user experience.

Any personal data we collect will be from the contact form and will be Name, phone number and email address, which you would have supplied. This information may be processed by:

1. Providing and offering advice on the services we provide.
2. Notifying you of news if permission has been granted.
3. Website usage to provide a better user experience.

### **What do we do with your information and who has access to your information?**

We may use your information to:

deal with submissions from our contact form;  
process requests for site registration;  
process requests for further information as well as anything we feel that may be of interest to you, such as promotions where you have granted us permission;  
notify you of changes to our services;  
carry out any contractual obligations between us;  
solicit your views or comments on our website, products and services;

We will not share your information with third parties to assist us with Marketing and we will not rent or sell or share information with other companies for the purposes of marketing.

### **Data retention**

We review our data retention periods on a regular basis. We will hold your personal information for as long as required for the relevant activity, or as long as is set out in any contract you hold with us. Also, we are legally required to hold some types of information to meet statutory obligations.

### **Your choices and rights**

You have a choice about whether or not you wish to receive information from us. We will not contact you for marketing purposes by email, phone, text message or post unless you have given your prior consent.

You have the right to request that your personal data be deleted.

You have the right to request the transfer of any personal data that you have provided to us onto another organisation in a safe and secure way.

You have the right to object to our processing of your personal data where the basis of the processing is our legitimate interests including but not limited to direct marketing.

You have a right to information about how we are processing information about you.

You can change these preferences at any time by contacting on the details outlines at the top of this document.

**You can update your information we hold on you by:**

We strive to make sure all information we have is accurate, but if anything is incorrect we can amend it if you notify us using the contact details at the top of this document.

**Security of data:**

We at Dance Arena are committed to ensuring that your personal information is protected. When you give us personal information, we take steps to ensure that it's treated securely. We have suitable, procedures to safeguard data electronically and physically that was collected online. Even though we secure the data and take all steps to keep it secure you accept the inherent security implications of sending information over the Internet and will not hold us responsible for any breach of security unless we have been at fault.

Where you have requested access to the member area and a password and user id has been provided you are responsible for keeping this password confidential and agree not to share it with you. No personal data will be stored on the members area.

**16 years and under**

To protect the privacy of children under 16 years of age we will need the parent / guardian's permission beforehand before you provide us with personal information.

**Applicable data protection law**

This Privacy Policy has been based on the General Data Protection Regulation (GDPR). If you are subject to more stringent data protection legislation, please refrain from using this website or any of our other services.

**Links to other websites**

This website contains links to some third party websites not belonging to us, such as dance exam boards. This policy applies only to our website, so please read any privacy statements on any websites you link to.

**Transferring your information outside of EU**

No data will be transferred outside of the EU

**Changes:**

Any changes to this policy will be tracked using the version number at the top of the document. This policy will regularly be reviewed and updated as required.