

## **RSCDS Aberdeen**

### **Privacy Statement**

Aberdeen RSCDS is a Branch of the RSCDS. The Branch asks for and holds limited personal data on members and dancers and takes the privacy of your personal data seriously. Our website uses cookies, small pieces of data stored on your computer to make the website work.

The Branch is committed to protecting the security of your personal information in accordance with the principles set out in the UK General Data Protection Regulation [UK GDPR] and the Data Protection Act 2018, which ensures personal data is handled fairly, lawfully, and transparently, empowering individuals to control their data. This privacy statement explains how we use the personal information that you provide us.

### **Personal data**

The personal data we hold includes name, email address, phone numbers and postal address, and is voluntarily provided by each individual. We are required to keep this information up to date.

### **Contacting you**

We are required to have a positive opt-in from you, agreeing that the Branch may contact you. In addition, we require you to confirm your permission for the Branch to use photographs and or videos taken at RSCDS events that may identify you.

### **Legitimate interests**

We have legitimate interests in processing this personal data for the administration of the Branch and to be able to contact you with information on Branch classes and events, notifications, AGM information, newsletter, RSCDS magazine and any other information the Committee considers of interest to you as a member of the Branch.

### **Security**

We take the security of your data very seriously. The personal data is stored on a password protected computer database, with hard copy data under lock and key.

### **Data retention**

We retain your personal data while you are a member of the Branch and for 2 years after you cease to be a member, or from the last social contact in the case of occasional dancers.

### **Who has access to your personal data?**

The RSCDS Aberdeen Committee has access to your personal data for the administration of the Branch. We will not share your personal data with any third party unless there is a legal obligation to do so.

### **Your Rights**

You have the right to ask for a copy of the information held by us in our records. You also have the right to ask to correct any inaccuracies in your information, for erasure, to restrict how we use it, object to its use and data portability.

If you would like to exercise any of your Rights under the Data Protection Laws, please contact the Secretary.

**Signed by the Chairman** ..... **Jim Stott** ..... **Date** ... April 2025 .....

**Signed by the Secretary** ..... **Lynn Wood** ..... **Date** .... April 2025 ....