

Ufford Arts Festival

Data Privacy Notice

Personal data relates to a living individual who can be identified from that data. The processing of personal data is governed by the `General Data Protection Regulations (GDPR).

Ufford Arts Festival is governed by a Committee of Trustees which decides how personal data is processed and for what purpose.

We collect only very limited amounts of data, principally when people serve as volunteers, or communicate with us about involvement in events or submitting work for exhibition. We also collect data in the course of our relationship with donors, funders and sponsors, and with people or organisations who provide us with services. We comply with our obligations under GDPR by keeping personal data up to date; by storing and destroying it securely; by not collecting or retaining data unnecessarily; by protecting personal data from loss, misuse, unauthorised access and disclosure and by ensuring that appropriate technical measures are in place to protect it.

We use personal data for the following purposes:

- To manage our volunteers including Trustees
- To administer and receive entries for exhibitions and events
- To communicate with those participating in events, whether as performers or audience
- To manage our relationship with sponsors, funders, donors, artists, performers, suppliers and others associated with our activities

Your personal data will be treated as confidential and will be used by Ufford Arts Festival only for the purpose for which you have provided it, for example submitting exhibits, arranging events or in your role as a volunteer. We retain data while it is still current.

You have the right to request a copy of the personal data we hold about you, and the right to ask us to correct it if it is found to be inaccurate. You have the right to request that your personal data is erased

Our contact details:

- 1 Jane Cochrane, Trustee jane@ca-global.org 01394 420711
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This policy was approved by the Committee at its meeting on 13th January 2021