



Privacy Policy

May 2018

The Exmouth Players is committed to protecting personal information. This Privacy Policy relates to the use of any personal information we collect from you when you become a Member of The Exmouth Players or a Friend of the Blackmore Theatre. It also relates to any Supporter of the theatre who becomes involved with any of our activities which include (but are not necessarily limited to) scenery construction, costumes, properties, publicity, front of house, stage management, sound, lighting, direction, choreography, music and orchestra.

Personal information we collect from you

We collect basic personal details such as your name, address, e-mail, telephone number, payment details and the types of activity with which you wish to be involved. For Members involved in a production we will seek separate consent to include a photograph and personal biography as part of our publicity for the production.

How we use the information

We will use your information to send you newsletters, letters or emails to give you details of General Meetings, Shows, Rehearsals, Production Meetings and similar events that are likely to be of interest to you. Your information may be shared with our committee members (who are our Society's Trustees). This is our 'Legitimate Interest'. You will be aware that our Newsletters are shared amongst our Members and Friends and that our Show Programmes are public documents. We will not share your information with third parties without your consent.

Security

We put in place reasonable security measures to protect against unauthorised access or damage to, or disclosure or loss of, your information.

Your Rights

Please let us know if your information changes to ensure that the personal information we hold about you is accurate and up to date. We will retain your information for a minimum period of five years after you cease to be an active Member, Friend or Supporter. We keep your information because you may take part again in our activities. However, you have the right to ask us to remove your information from our records and we will do so and stop sending you further communications. You have the right to request a copy of all personal information that we hold about you in a Subject Access Request. To do this, simply write to us at the address below. We will take all reasonable steps to confirm your identity before providing you with details of any personal information we may hold about you.

Changes to this Privacy Policy

We may amend this Privacy Policy from time to time; for example, to keep it up to date or to comply with legal requirements. If there will be any significant changes made to the use of your personal information in a manner different from that stated, we will seek your permission first.

How to contact us

For any questions or concerns relating to this Private Policy or our data protection practices, or to make a Subject Access Request, please write to The Secretary at the address below:

The Secretary
The Blackmore Theatre
10 Bicton Street
Exmouth
EX8 2RU