



The Punch and Judy Fellowship - Privacy Policy

Background

The General Data Protection Regulation (GDPR) will apply from 25 May 2018. It is an EU law that shall apply in the UK.

How Information Will Be Used

Members of the current committee of the Punch and Judy Fellowship shall be responsible for handling personal data in compliance with the General Data Protection Regulations.

Members of the current committee of the Punch and Judy Fellowship shall be the data controller.

The Punch and Judy Fellowship is not required under the regulations to appoint a Data Protection Officer.

The contact for data protection matters shall be treasurer@thepjf.com.

Personal details will be processed to administer activities of the Punch and Judy Fellowship:

Joining and renewing membership of the Punch and Judy Fellowship;

General communication with members;

Distribution of 'The Swazzle', access to the member's section of the Punch and Judy Fellowship website and other member benefits;

Maintenance of financial records:

Advertising by members of their shows on the Punch and Judy Fellowship website;

Contact via the website and by email.

Purpose of Using Information

Data shall come from individuals and service providers.

Information or data shall be processed for the reasons/purposes mentioned above.

This information will include personal details:

- Name
- Address
- Telephone numbers
- Email Address
- Website User Name
- Stage Name

Personal information will only be collected and used where:

- A contractual obligation arises in respect of activities of the Punch and Judy Fellowship;

- Processing falls within the legitimate interest of the Data Controller;

- The legitimate interest of the Punch and Judy Fellowship includes keeping and archiving historical data and may include data collected to maintain security of computer systems.

- Data will not be used for our legitimate interest if they are overridden by the interest, rights or freedoms of the data subject.

- Consent has been given.

- If data is being processed based on consent, the data subject may withdraw that consent at any time.

Children

A child is anyone aged under 18.

A child under the age of 16 may not have their data collected or processed without the permission of an adult who holds parental responsibilities.

A child aged 16 and over may have their data collected and processed:

- A consideration will always be made of the child's competence to understand what they are agreeing to.;

- No imbalance in the power in the relationship between us shall be exploited.

Sharing of Information

Subject to consent, information may be shared with:

Members of the Punch and Judy Fellowship;

Other UK puppetry organisations whose activities, services and opportunities the committee of the Punch and Judy Fellowship believe may be of interest to members.

From time to time, personal information may need to be shared with other organisations. The types of organisation with whom data may be shared are:

Contractors;

Printers;

Website hosting company;

Cloud storage suppliers.

Retention of data

Data stored and processed shall be adequate, relevant and limited to what is necessary for the purpose it was originally collected.

Data shall not be kept longer than is necessary.

Membership details shall be deleted and disposed of in a secure way upon cessation of membership.

Data relevant to the history of the Punch and Judy tradition shall be kept for archiving purposes in the public interest and historical research.

Transferring Data Overseas

Data, and administration services are all carried out and stored within the UK.

Except as shown in the next paragraph, data will not be transferred outside of the EEA unless a country has been approved by the European Commission as providing an adequate level of data protection or adequate safeguards have been put in place to ensure the security of the data.

A directory of members and details of committee members may be made available via the website to members of the Fellowship. Also, advertisement by performers offering their services may also be present on the website.

Where members have consented for their data to appear on the website, the data may be accessed by any member, or in the case of advertisements by any member of the

public. It must be understood that this data may be accessed in any country of the world.

Rights of the Data Subject

These include the right to:

See the information held;

Request personal data to be amended if it is inaccurate or incomplete;

Request the deletion or removal of personal data where there is no compelling reason for its continued use;

Block or restrict the processing of personal data; and object to the processing of personal data.;

Rights of data portability.

Complaints

If you are unhappy with how your personal information is being handled, you also have the right to make a complaint to the Information Commissioner's Office, an independent body set up to uphold information rights, which will investigate your complaint.

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