Corinthian Chamber Orchestra

PRIVACY POLICY

Policy Statement

Corinthian Chamber Orchestra is a charity registered with the Charity Commission under number 1125478. It is committed to keeping personal data under its control safe and using it only in line with its intended purpose, unless otherwise permitted by the data subject.

We hold data on a number of individuals for a number of purposes. We keep all data secure in line with our own data protection policy.

We collect data to enable us to

- communicate with members and players
- collect and manage subscriptions
- send emails to those who have signed up to our marketing list
- Process online ticket sales

We keep this data secure and do not use it for the purposes other than for which it is given to us, unless the data subject (i.e. you) specifically agrees that we can do so.

We send emails to those individuals who have signed up to our marketing list. These emails are limited to marketing performances by the orchestra and related activities. We collect and store a limited amount of data to enable us to contact these individuals, focused on name and email address

If recipients no longer wish to receive these emails, using the unsubscribe or preferences option at the bottom of the email will enable recipients to no longer receive emails or update their choices.

We use some third party firms to help us complete certain tasks, such as to enable the purchase of tickets for Corinthian Chamber Orchestra concerts. They will not contact email recipients in connection with other activities unless they have consent to do so. They may send emails with electronic receipts, tickets and/or similar items related to the services they provide.

Trustees of the charity are appointed to manage the orchestra and are responsible for it meeting its legal obligations including regarding the protection of data.

Any queries can be sent to <u>info@corinthianorchestra.org.uk</u> and these will be promptly dealt with.

All individuals (otherwise known as data subjects) are entitled to receive a copy of the information we might hold about them – this is available by emailing info@corinthianorchestra.org.uk