

BSC Theatricals Privacy Policy

Our contact details

Name: BSC Theatricals

E-mail: bsctheatricals@gmail.com

Last Updated: 17/05/2022

The type of personal information we collect

We currently collect and process the following information:

- Name
- Email Addresses
- Address
- Telephone number

- CAST AND CREW ONLY:
- Emergency Contact Information
- Essential Medical Information

How we get the personal information and why we have it

Most of the personal information we process is provided to us directly by you for one of the following reasons:

Personal information is collected for booking tickets through the website 'Ticket Source' for marketing purposes. We also collect the personal information from our casts and crew for the health and safety of all our company.

We use the information that you have given us in order to contact previous customers for marketing purposes, or to ensure the health and safety of our cast and crew.

We may share this information with the event dedicated first-aider, where applicable.

Under the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information are:

(a) Your consent. You are able to remove your consent at any time. You can do this by contacting BSC Theatricals via email – bsctheatricals@gmail.com

How we store your personal information

Your information is securely stored.

We keep names and email addresses for 24 months following the event. We will then dispose of your information by deleting it via Ticket Source. Any physical front of house prints will be shredded and then cross cut, before being disposed of responsibly.

We keep cast/crew information such as important medical records, until the completion of each production. At this point, the person's contact with BSC Theatricals ends, and their information will be destroyed. Any physical copies will be shredded and then cross cut, before being disposed of responsibly.

Your data protection rights

Under data protection law, you have rights including:

Your right of access - You have the right to ask us for copies of your personal information.

Your right to rectification - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.

Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

Your right to object to processing - You have the right to object to the processing of your personal information in certain circumstances.

Your right to data portability - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at bsctheatricals@gmail.com if you wish to make a request.

How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at bsctheatricals@gmail.com

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>