

**Privacy Policy (GDPR)**

What data do we collect? How do we collect data?

* Data collected and held – Name, home address, email address, mobile number, date of birth, any medical issues that we need to know whilst under our supervision.
* We only collect data which you would have provided about yourself and/or independent(s) you are responsible for when signing up for lessons/workshops.
* We may collect information voluntarily given from completed feedback surveys or reviews and posts via any of our social media platforms.
* Basic medical information requested and kept for safety of students when under my supervision.

How do we use and store your data?

* We store data so it is available when entering exams/festivals.
* We may email you with relevant lesson material and/or industry information we think may be useful.
* A consent form will be voluntarily completed by student or parent/guardian (if under 18) for video/audio consent of lessons. These recordings will be kept for teacher reference and/or sometimes used on Shelley Hart social media platforms.
* We will never share your data unless prior permission is granted.
* Your paper data is stored at 26 Cedar Grove, Portsmouth, PO3 6HJ. Any data online or emailed will be kept on our computer which is password protected.
* Copies of exam/festival certificates and documents may be kept on file.
* Your data will be kept securely during the time you attend your lessons with us. If you haven’t attended lessons for a maximum of 4 years then all data held will be deleted and destroyed.

Privacy Policies of other websites

Shelley Hart website contains links to other websites. Our privacy policy applies only to our website, so if you click on a link to another website, you should read their privacy policy.

Changes to our privacy policy

Shelley Hart keeps its privacy policy under regular review and places any updates on the web page. This privacy policy was last updated on 28-01-2020