

## Privacy Policy

Dodington Parish Band ("DPB") is a community brass band based in Chipping Sodbury. We can be contacted by emailing: [mail@dodingtonparishband.co.uk](mailto:mail@dodingtonparishband.co.uk)

We only collect personal information that you provide voluntarily, such as when you use our contact form or make an enquiry over the phone. Information will be held in accordance with GDPR regulations. This may include the following information:

### **Your name, address, postcode, phone number(s), email address, emergency contacts**

If you are wishing to enquire about, or engage the band, this is to ensure we can provide the information you request, and to communicate with you in relation to your query or event.

If you are playing in DPB either as a fully signed up member or as an occasional player we will ask for your contact details. This is in order to keep you informed of engagements, practices, and anything else we feel you need to know, in order to keep the band running well. Whilst playing with the band you will be loaned items belonging to the band in order to play with us (music, uniform, instruments etc); for that reason we will ask for your address, in order to keep track of the band's property.

Whether you play with the band, or make any other enquiries:

**We will not sell or rent your information to third parties.**

**We will not share your information with third parties for marketing purposes.**

You may request details of personal information which we hold about you. If you would like a copy of the information held on you, please contact us.

If you believe that any information we have about you is incorrect or incomplete, or you would like us to remove your information, please contact us as soon as possible. We will promptly correct any information found to be incorrect, or securely delete any information, as requested.

In the unlikely event that you believe your information has been misused, please contact us with details. We will seek to deal with your request without undue delay. Please note that we may keep a record of your communications to help us resolve any issues that you raise. We will, in accordance with reporting procedure, inform the Information Commissioner's Office as required.

We may change this policy from time to time so please check this page occasionally to ensure that you are aware of any changes. If you have any questions about this policy, please do not hesitate to contact us.