

Dear Members / Parents

New data Protection Regulations

From 25th May 2018 the new General Data Protection Regulations (GDPR) will be in place, replacing the current Data Protection Act. The new regulations will apply to all types of organisations – including small charities and music groups.

National Youth Harp Orchestra Charitable Trust and personal data.

As a responsible charitable organisation, we take the collection, storage and use of all personal data very seriously. The NYHO holds information about our members to enable us to carry out our business as a registered charity and music training organisation.

The NYHO holds personal data as follows:-

Name, Address, Telephone number(s), email address, date of birth, medical conditions, harp make / serial number, harp teacher and attendance record. For those participating on tours, we also hold passport details and harp insurance certificates. The NYHO will not disclose this information to any third parties except where the law allows or requires, or where parents / members have given permission for us to do so.

Some more detail

Personal data must be:

1. Processed lawfully, fairly and in a transparent manner in relation to individuals.
2. Collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes.
3. Adequate, relevant and limited to what is necessary in relation to management of the school.
4. Accurate and, where necessary, kept up to date.
5. Kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the personal data are processed.
6. Processed and maintained in a manner that ensures appropriate security of the personal data, including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage, using appropriate technical or organisational measures.

Under GDPR all individuals associated with the NYHO (staff, parents, and students) have the right to:

1. Access their data.
2. Have their data rectified/updated upon request.

3. Have their data removed.
4. Restrict any processing of their data.
5. Move their data
6. Object to their data being used.

Personal data is accessible only to the NYHO Managing Committee and Trustees to enable them to fulfil their responsibilities. All data is password protected and stored off-site on dedicated servers that are protected by multiple firewalls, intrusion detection and prevention systems that are regularly monitored and tested.

Please help us keep GDPR compliant, and at the same time child-protection safe, by letting us know of any changes to you /your child's personal data. This includes any relevant physical / medical information, and of course contact details.

To ensure that you continue to receive information from us you MUST now confirm that you are prepared for us to continue use your personal data in this way.

Please reply immediately to this e-mail by return.

Many thanks

Jamie

16th May 2018

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