



## DATA PRIVACY NOTICE

Showcase the Street like all organisations will be governed by new Data laws coming into force on 25 May, 2018, you may have had similar information sent to you by companies and banks who hold your data and the new changes come under something called GDPR.

This letter is designed to give you the basic information you need to decide whether you are comfortable and give your consent to Showcase the Street continuing to hold your information. **If you do not wish us to hold the information we have detailed below you must inform your respective tutor who will remove this from our records in a reasonable time given. It should be noted for our dance and football classes we hold your data to contact you when emergencies arise when your children are in class, if we do not have your details this makes this task much harder.**

If you would like further information on this new legislation please do not hesitate to speak to your tutor and we can provide our full data privacy notice.

### Your personal data – what is it?

Personal data relates to a living individual who can be identified from that data. Identification can be by the information alone or in conjunction with any other information in the data controller's possession or likely to come into such possession. The processing of personal data is governed by [the General Data Protection Regulation 2016/679 (the "GDPR")

### Who are we?

Showcase the Street is the data controller. This means it decides how your personal data is processed and for what purposes.

### How do we process your personal data?

- Showcase the Street complies with its obligations under [the GDPR] by keeping personal data up to date;
- by storing and destroying it securely; by not collecting or retaining excessive amounts of data;
- by protecting personal data from loss, misuse, unauthorised access and disclosure and by ensuring that appropriate technical measures are in place to protect personal data. We use your personal data for the following purposes: -
  - To enable us to provide a voluntary service for the benefit of the public as specified in our constitution;
  - To administer contact details for parents/ carers whose children take part in our classes and activities
  - To fundraise and promote the interests of the charity;
  - To manage our employees and volunteers;
  - To maintain our own accounts and records.

**Showcase The Street** 6,7,8 Manhattan Works, Dundonald Street, Dundee, DD3 7PY

T: 01382 699623 E: [natasha@showcasethestreet.co.uk](mailto:natasha@showcasethestreet.co.uk) W: [www.showcasethestreet.co.uk](http://www.showcasethestreet.co.uk)

Scottish Charity SC035025 Company Registration SC287964



- Our processing also includes the use of CCTV systems in our Dundee building for the prevention of crime.
- To operate the Showcase the Street web site and deliver the services that individuals have requested.
- To inform individuals of news, events, activities or services running at Showcase the Street.
- To update and keep regular contact with our clients who make bookings at our Dundee facility
- For our SQA System for relevant candidates who take part in our courses.

Thank you for taking the time to read this letter and I can assure you we take care with all data we hold and our staff are trained to ensure that continues within the context of the new legislation.

Fergus Storrier

Showcase the Street Chair

**Showcase The Street** 6,7,8 Manhattan Works, Dundonald Street, Dundee, DD3 7PY  
T: 01382 699623 E: [natasha@showcasethestreet.co.uk](mailto:natasha@showcasethestreet.co.uk) W: [www.showcasethestreet.co.uk](http://www.showcasethestreet.co.uk)

Scottish Charity SC035025 Company Registration SC287964