

People Express Privacy Policy

In line with the Data Protection Act 1998 and the General Data Protection Regulations 2018, People Express takes your privacy seriously and will ensure that your personal data is safe and kept confidential. This Privacy Policy outlines how and why we use your personal information. The terms of this statement may change, so please check it from time to time.

1. Background

People Express builds relationships for deeper level socially engaged work between artists and participants, excluded communities and groups with shared interests, resulting in well-made, ambitious and original projects producing artwork that moves, inspires and resonates with audiences.

People Express is a well-established arts organisation (28 years old in 2018), with complex, far-reaching and deep-rooted relationships with the communities in the district where it has grown, and a track record of innovative and high quality participatory and community arts projects that have attracted national and international acclaim.

In order to fulfil this role People Express holds personal data (including email addresses, contact details, learning and access requirements, and photographic and video images) to promote and carry out our programme of activity. Our main methods of communication with our supporters and project participants are via e-newsletter, social media, email, telephone and post.

2. Participants

All participants, parents signing consent for participants under 18, and volunteers in our projects can choose to carry on receiving information at the end of the projects that they are involved in. Anyone can sign up to our mailing list at any time if they are interested in what we do. They do not have to have taken part in any of our projects.

3. What do we use the information for?

If you have given us permission to email you by signing up to our mailing list, we use this information to email copies of our newsletter direct to your inbox. We make sure details are up-to-date and accurate. If you ever wish to unsubscribe from our newsletter you can do this at any time by clicking on the unsubscribe button at the bottom of our newsletter.

If you have signed up yourself, or your child/children, to participate in one of our projects, or if you have been referred to us by one of our partner agencies, we use the personal information that you/the referrer have supplied to make sure that our activities are the best they can possibly be for you and your family.

The lawful basis that we use for processing the data is that you have given us your consent, e.g. to receive our newsletter.

4. Who will we share your personal data with?

We will not pass on or sell your information to a third party for their marketing purposes. Any information we disclose about you, other than for purposes as mentioned within this policy, will be when required to do so by law.

Specific elements of People Express' programme require us to share personal information with third parties such as health professionals, youth workers, teachers and other sector organisations who directly support our work. In these circumstances, when you join us in a project or workshop, we will ask your permission to pass on your personal details to the third party. They will only use your data for our specified purpose and will not use it for any other reason, or share it with any other organisations.

In the course of our work we use third party websites (Wordpress, Twitter, Facebook, Instagram, Youtube, We Transfer, Dropbox and Mailchimp). We are not responsible for the privacy policies or practices of these third party websites.

5. Your rights

It is important to us that you receive the maximum benefit from People Express' workshops and projects and are able to participate in them knowing that we are treating your personal data in an appropriate, safe and confidential way. The new law gives you certain rights and you can read these in full at:

<https://ico.org.uk/for-organisations/guide-to-the-general-data-protectionregulation-gdpr/>.

You are entitled to see information we hold on you. This is called a Subject Access Request. You need to put your request in writing, accompanied by a £10 fee. You will also need to prove to us your identity by supplying original or notarised ID. It is important that you prove your identity before we can send you any details. If you require this information, please email Julie Batten - Director, on julie.batten@people-expres.org.uk