

1. INTRODUCTION

This privacy policy provides you with details of how we collect and process your personal data through your use of our site www.theplanetdrum.co.uk and contact with the school.

We take your privacy very seriously and aim to ensure that your information is not shared to third parties. Within the privacy policy is a breakdown of:

- Planet drum contact information
- What data we have
- How we use your data
- Marketing
- Disclosure of personal data
- Your legal rights

Please get in contact with us if you have any questions or concerns regarding our privacy practices.

2. CONTACT INFORMATION

Our details are:

Phone number: 020 3417 5793

Email: info@theplanetdrum.co.uk

Postal Address: Planet drum, The Crypt, St Mary Magdalene Church, Holloway Rd, Islington, London, N7 8LT

3. WHAT DATA WE HAVE

Personal data means any information capable of identifying an individual. The two types of data we collect from you are communication data and customer data.

Communication data includes any communication that you send to us whether that is through our website, email, phone or social media.

Customer data is data relating to any purchases of lessons, tasters, vouchers or practice rooms. This can include your name, billing address, or delivery address.

4. HOW WE USE YOUR DATA

We process communication data for the purposes of communicating with you and record keeping. Our lawful ground for this processing is our legitimate interests which in this case are to reply to communications sent to us, to keep

records and to establish, pursue or defend legal claims. We process customer data to supply vouchers and music lessons and keep records of transactions. We may use photographs taken onsite for marketing purposes, including on our social media pages. If you do not wish for your photograph to be used, please email news@drumad.com.

5. NEWSLETTERS AND MARKETING

Under the Privacy and Electronic Communications Regulations, we may send you marketing communications if you made a purchase or asked for information from us about our goods or services. Under these regulations, we may also send you newsletter emails. If you wish to stop receiving these, please email news@drumad.com with 'unsubscribe'.

6. DISCLOSURE OF PERSONAL DATA

We may share your personal data with the following third parties:

1. The planet drum administrator
2. Your teacher

We require all third parties to whom we transfer your data to respect the security of your personal data and to treat it in accordance with the law. We only allow such third parties to process your personal data for specified purposes and in accordance with our instructions.

7. YOUR LEGAL RIGHTS

Under data protection laws you have rights in relation to your personal data that include the right to request access, correction, erasure, restriction, transfer, to object to processing, to portability of data and (where the lawful ground of processing is consent) to withdraw consent.

You can see more about these rights at:

<https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/>

If you wish to exercise any of the rights set out above, please email us at info@theplanetdrum.co.uk