

Privacy Notice

How we use Personal Data



BRIT For Business is committed to protecting your privacy and being transparent about what we do with it. We are committed to using your personal information in accordance with all applicable laws concerning the protection of personal information. We will not do anything with your information you wouldn't reasonably expect. We will use the information that we collect about you in accordance with the General Data Protection Regulation (EU) 2016/679 (GDPR).

BRIT School Productions Ltd is the data controller for all Personal Data and Sensitive Personal Data collected, processed, and handled by BRIT for Business.

The categories of personal data that we collect, hold, and share

Personal Data:

Personal information: name, address (including country of residence), telephone number(s), email address

Social media: profile name/address

Sensitive Personal Data:

Date of birth: in order to verify your age/eligibility

Sometimes we may ask you to provide sensitive information, for example when you book for certain events or participate in other activities. Sensitive data is held securely and restricted to those within the organisation who need to use it. We will ask you for this information, which you are free to decline to provide. This data is used for limited, specific purposes. It is used in a way that is adequate, relevant, and not excessive, and is only kept for as long as is necessary.

CCTV Images

Our primary venue, The BRIT School, uses closed circuit television (CCTV) images to reduce crime and monitor the buildings in order to provide a safe and secure environment for guest, pupils and staff, and to prevent the loss or damage to property.

Please refer to their CCTV Policy for further information. This can be found at www.brit.croydon.sch.uk/policies

Why we collect and use this information

We seek consent to process data for the following purposes:

Events & Performances; News & Developments; Direct Marketing and targeted communication

Where consent is required, we will only process your data where you have clearly given us consent to do so, with a positive opt-in.

How we use your data

Events & Performances

With your consent, we will from time-to-time contact you about events and business initiatives – we will never share your data with third parties.

News & Developments

With your consent, we will from time-to-time contact you about BRIT For Business News & Developments.

You can update your consent preferences at any time by sending an email to: hello@britforbusiness.com

The lawful basis on which we collect and use this information

All personal and sensitive data held by BRIT For Business will be processed fairly, lawfully and in a transparent manner. We will only use the data for the purposes specified above, and for explicit and legitimate purposes.

BRIT For Business will collect and hold personal and sensitive personal data for the following lawful basis:

Contractual Processing

Where data is collected for the sale of event tickets, merchandise, or other products, the following legal basis for processing personal data applies:

- Processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract; (Article 6, Section 1.b of the General Data Protection Regulation (EU) 2016/679).

This data is used for limited, specific purposes. It is used in a way that is adequate, relevant, and not excessive, and is only kept for as long as is necessary for us to process your order and perform the sales order contract between us.

Consent (outside of Legitimate Interests)

Where an individual has registered to receive email notifications and/or promotional information from us, or agreed to take part in a survey, the basis of our processing will be subject to consent we will ask you for, and which can be withdrawn at any time.

BRIT For Business collects this data for purposes of direct marketing and business improvements. In this scenario, and where no other legal basis for processing is identified, we will seek consent from the data subject before collecting, handling, and sharing personal data:

- Where the processing of data is beyond what a data subject would reasonably expect from us, and is not covered by any identified lawful basis for processing
- If we intend to share the data with other agencies - except those we are legally obligated to do so for customers and employees. In this case, the 'other agencies' will be specified
- For all photographic and video footage – we will give the data subject the opportunity to opt-in to each specific category of usage

Withdrawing consent

You are free to withdraw your consent at any time. To do so, please email: hello@britforbusiness.com

Information available publicly

We may also obtain information about you where it is publicly available and found in places such as Companies House, Land Registry website, your biography on your work website or LinkedIn, and information that is published in articles and newspapers. We will only use publicly accessible information where the source can be verified and accuracy of the data proven.

Storing Data

Your personal data will be held and processed on BRIT For Business systems and/or systems managed by suppliers on behalf of us. We maintain customer relationship management (CRM) systems to hold contact details and a record of your interactions with BRIT For Business, such as ticket purchases via Eventbrite, complaints, and attendance at special events. Where possible we aim to keep a single record for each customer.

Your data is always held securely. Access to customer information is strictly controlled. Databases can only be accessed by people who need it to do their job. Certain data, for example some sensitive information, is additionally controlled and is only made visible to members of staff who have a reason to work with it.

Please note that it is technically possible for the hosted ticket sales systems (Eventbrite) to be accessed by employees of the business from outside the EEA. Should this be a concern, please contact the Data Protection Officer using the details at the end of this document, or by emailing dpo-brit@brit.croydon.sch.uk

Sharing with Third-Parties

We do not share personal data with Third-Parties

Cookies

In common with most websites, we may use "cookies" on our website. Cookies are small snippets of text that are stored on your computer. When you request a page from our website, the cookies are sent to our web server, and when we send a page back to you our server may add to or change these cookies. Without cookies, we would not be able to know that you are the same person from page to page.

We use cookies for a variety of reasons, such as remembering your name and address or booking details to save you having to re-enter them.

Requesting access to your personal data

Under data protection legislation, you have the right to request access to information that we hold about you, which we will provide without undue delay and *free of charge. To make a request for your personal information, please complete the Subject Access Request form, which can be found on our website: www.britforbusiness.com, alternatively, you can contact the Data Protection Officer by emailing: hello@britforbusiness.com

* When a request is manifestly unfounded or excessive, particularly if it is repetitive, we will charge a fee of £10. . We will charge a fee of £10 to comply with requests for further copies of the same information. This fee does not apply to subsequent access request, where the information differs from that previously provided.

Your Rights under Data Protection Law

You have the right to:

- object to processing of personal data that is likely to cause, or is causing, damage or distress
- prevent processing for the purpose of direct marketing
- object to decisions being taken by automated means
- in certain circumstances, have inaccurate personal data rectified, blocked, erased or destroyed; and
- claim compensation for damages caused by a breach of the Data Protection regulations

If you have a concern about the way we are collecting or using your personal data, we request that you raise your concern with us in the first instance, by contacting the Data Protection Officer: hello@britforbusiness.com.

Alternatively, you can contact the Information Commissioner's Office at <https://ico.org.uk/concerns/>

Contact

If you would like to discuss anything in this privacy notice, please contact:

Data Protection Officer

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60 The Crescent
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Communications

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