## **Privacy Policy**

Our Privacy Policy is shown below and reflects the requirements of the UK Data Protection Act (1998) and GDPR.

### Information we collect

If you require Up-Stage Theatre to contact you, you will be asked to provide your full name, postcode, child age, telephone number, email and (where applicable) mailing address. When you complete the contact form you are giving Up-Stage Theatre permission to contact you by mail (where applicable), email and / or telephone about their services for a period of 90 days from the date of your initial enquiry.

# **Data Protection and Access rights**

You have the right to access the personal data that is held about you by Up-Stage Theatre and request that the information be added to, modified or deleted. You have the right to ask Up-Stage Theatre to stop communicating with you or alter the frequency and manner in which communications are made. You can contact Up-Stage Theatre by visiting www.up-stage.co.uk.

### **Cookies**

A cookie is a small text file containing a unique identifier which our websites place on the hard drive of your computer. Information supplied by the cookie enables us to recognise your user credentials and separate your activity from that of other users. Your browser (ie. Internet Explorer / Chrome / Firefox etc.) will allow you to alter your settings to either accept all cookies, to notify you when a cookie is issued, or not to receive cookies at any time. Our websites need this cookie information, so if you decline our cookie you may not be able to use our website or it may not function as we intended. Refer to your browser 'Help' menu if you wish to alter your local browser cookie settings.

#### Other websites

Our websites may contain links to other websites which are outside our control and are not covered by this Privacy Policy. If you access other sites using the links provided, the operators of these sites may collect information from you which will be used by them in accordance with their privacy policy, which may differ from ours.