Celebrating over 30 years of singing!

Beckenham Junior Choir

Beckenham Junior Choir / Beckenham Youth Voices (BJC/BYV)

General Data Protection Regulation (GDPR) Compliance

Membership Details Held

BJC/BYV maintains the following information on Choir members:

- The Choir member's name
- The names of their parents or carers
- Gift Aid declarations by parents or carers
- Postal address
- Mobile and landline phone numbers for parents and carers
- Email addresses of parents and carers
- Details of choir member medical needs (eg, allergies)
- School attended
- Musical instruments played

Details maintained on Friends of BJC/BYV and other individual donors:

- Names and addresses
- Gift Aid declarations

Purpose

Data is used for notifying members, parents and carers of rehearsal details, Choirs performances, subscriptions due and the dates and venue for the annual general meeting and other meetings or events. Anonymised school details are maintained for statistical purposes and to assist when targeting schools to promote Choir membership. Medical needs of the choir member are supplied by parents as necessary, and are shared only with secretary and musical director.

Storage and access

The database is maintained by the Director of Music and is shared with the BJC/BYV

- Chair
- Treasurer, and
- Bookkeeper

All records are maintained on password-protected devices or storage systems

Extracts may be made available to:

- parents or carers preparing for Choir performances or undertaking administrative tasks
- professional musicians and tutors working with the Choirs on specific performances and voice training
- HMRC for gift aid purposes
- External auditors or scrutineers

Photos and videos taken at Performances

Photos and videos may be taken at Choir Performances to provide a record of the event and occasionally for promotional material. Such photos or videos may allow individual audience members to be identified. Audiences will be made aware that official photos or videos may be taken at an event and individuals will be invited to request that the Choirs refrain from using any photo or relevant footage containing their image for public distribution, including their use for publications and social media.