



Princes Hall

Theatre • Aldershot

www.princeshall.com • Box Office 01252 329155

Princes Hall
Youth Theatre



Registration Form

Member details...

First Name(s):	Surnames (s):
Address:	
Post Code:	
DOB:	

Contact details...

Parents / Guardian 1	
First Name(s):	Surnames (s):
Relation to member:	
Address (if different from above):	
Post Code:	
Email:	
Tel 1:	Tel 2:

Parents / Guardian 2	
First Name(s):	Surnames (s):
Relation to member:	
Address (if different from above):	
Post Code:	
Email:	
Tel 1:	Tel 2:

Doctor:	Tel:
Allergies:	
Additional information:	

Signature of Parent / Guardian:	Date:
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Privacy Notice – Youth Theatre Application / Registration

1. Identity of the Data Controller and contact details

Rushmoor Borough Council is the data controller for the personal information you provide on this form. You can contact the Princes Hall by phone on 01252 398000, via email to princeshallboxoffice@rushmoor.gov.uk or by writing to us at Princes Hall, Princes Way, Aldershot, Hampshire, GU11 1NX. You can contact the Council's Data Protection Officer at data.protection@rushmoor.gov.uk.

2. What we need your information for and the legal basis for it

We need your personal information to process your Youth Theatre application. By submitting your details you are entering into a contract with the council and agreeing to the Youth Theatre terms and conditions for you and your child. You are also confirming you are the parent / guardian of the under 16 year old applicant and have the right to pass us their personal information.

3. Use for any other purposes

If we need to use your information for any other purpose, we will normally inform you before using it, unless we believe you know about the new purpose already or there are legal reasons that prevent us from telling you.

4. Will you pass my information to anyone else?

There are certain circumstances under which we may disclose your personal information to third parties. For example when we are under a duty to disclose your personal information in order to comply with any legal obligation (for example to government bodies and law enforcement agencies).

5. How we will store and look after your information

Your data will be held electronically and will not be stored in a country outside the UK. All paper records containing your personal information will be held securely in our filing systems and archives.

6. How long we will retain your information

We will normally keep your details in our current database for the period of time the applicant is a member of the Princes Hall Youth Theatre. For further information on our policy for retaining personal information, see our retention guidelines.

7. Your rights concerning your information

The General Data Protection Regulation gives you a number of rights concerning your personal information. See the list below. Not all rights apply in every case – it will depend on the legal basis for collecting your information and how we use it.

- The right to be informed
- The right of access
- The right to rectification
- Rights related to automated decision making, including profiling
- The right to restrict processing
- The right to data portability
- The right to object
- The right to erasure

Further details on these rights can be found on our website <http://www.rushmoor.gov.uk/dataprotection>

8. Right to complain to the Information Commissioner's Office

If you are not happy with the way the Council is handling your personal information you have the right to lodge a complaint with the Information Commissioner's Office. (ICO).

You will find details of how to do so on the ICO website at <https://ico.org.uk/> or by phoning their helpline on 0303 123 1113.

9. Why we need your information and the consequences of not providing it

If you do not provide your information, you will not be able to enter into a contract with the council and we will therefore not be able to offer your child a place on the Princes Hall Youth Theatre.