



## **SBPlayers Data Protection Policy**

In order to comply with the Data Protection Act, SBPlayers confirms that any physical or electronic personal information collected relating to its members, associate members, friends, helpers and contacts is done so with the express consent of those people and line with current GDPR legislation.

SBPlayers further confirms that this information is so retained solely for the purposes of the better functioning, performance and operation of SBPlayers as an amateur dramatic group, and that such information will not be disclosed to any third party without the express consent of the individual(s) concerned.

The personal information held by SBPlayers includes name, address, telephone number/s, mobile phone number/s, e-mail addresses and such medical information as is deemed necessary for the safety and wellbeing of the person giving it.

Where SBPlayers holds personal information in relation to a minor, this is with the express consent of the minor's parent(s) or guardian(s) whose personal information may also be held in line with safety and safeguarding procedures by SBPlayers with his, her, or their express consent.

When a member leaves SBPlayers drama group their data will be destroyed. Anyone wishing to see what data we hold on them will be provided with this information upon written request to the Chair. In circumstances where it is necessary to share data with a third party, the member will be consulted first and we will make sure that the third party has an adequate data protection policy in place.

The SBPlayers Executive Committee is responsible for the regular review, updating and implementation of this policy in line with the latest GDPR legislation.

*Mikyla Marlow*

Mikyla Marlow  
(Chair)

*Jeanine Guy*

Jeanine Guy  
(Treasurer & DSL)

[Revised April 2024]