

WYCOMBE ORPHEUS FESTIVAL OF YOUNG MUSICIANS – GDPR COMPLIANCE

European Data protection legislation is being strengthened with the enactment in May 2018 of the General Data Protection Regulations (GDPR), that affect how personal data is collected, used and retained. The Wycombe Orpheus Male Voice Choir aims to comply in all its activities with the provisions of the GDPR; this sets out specifically the way data is collected and used for the Festival of Young Musicians.

A. The GDPR sets out the following Principles:

Personal data shall be:

- (a) processed lawfully, fairly and in a transparent manner in relation to individuals;
- (b) collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes; further processing for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes shall not be considered to be incompatible with the initial purposes;
- (c) adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed;
- (d) accurate and, where necessary, kept up to date; every reasonable step must be taken to ensure that personal data that are inaccurate, having regard to the purposes for which they are processed, are erased or rectified without delay;
- (e) kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the personal data are processed; personal data may be stored for longer periods insofar as the personal data will be processed solely for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes subject to implementation of the appropriate technical and organisational measures required by the GDPR in order to safeguard the rights and freedoms of individuals;
- (f) processed in a manner that ensures appropriate security of the personal data, including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage, using appropriate technical or organisational measures.

B. Data collected through the Application process for the Festival of Young Musicians is processed:

1. Through a published secure website that offers the same open interface to any applicant that confirms acceptance of these data provisions;
2. Collects only that information required for the successful planning and conduct of the Event itself, and subsequent necessary post-event needs as below;
3. Permits entrants' subsequent access to the online records with facilities for correction or other changes to the stored Application;
4. Retains entry information in the online system for a maximum of 3 months after the Event when all online data is archived;
5. Retains archives held by the Festival Coordinator for historic reference and comparison, purely in the context of the Festival.
6. Uses archived contact information to invite Festival winners to participate in Choir concerts, as indicated by the Rules accepted by entrants.

C. OPT-IN by Participants

Applicants will be required to read and acknowledge by specific agreement the provisions of this Compliance Policy at the point of submitting an online entry. Only by doing this will an entry be deemed valid.

Should any aspect of submitted data be subsequently found to be in error or the applicant wishes to withdraw all or part, the online system permits and confirms corrections.

Should changes outside the scope of the online system be required, they can be sent to the Festival Coordinator by email at ymfest@wycombeorpheus.org.uk and will be processed and acknowledged.

Applicants should note that the withdrawal of key elements of submitted information may result in their enforced withdrawal from the Festival itself.

D. PUBLICITY

The Rules of the Festival require that entrants agree that their participation and level of success may be publicised online or in future Choir publicity, but always with regard to safeguarding personal data. In general, such publicity may include use of photographs in Choir Programmes, listing on the Choir Website of winners and placements; and where previously agreed, testimonials provided by entrants. No personal data will be published under this provision without explicit agreement of parents or entrants (if 18 or over).
