



Privacy Notice

The Fifty is a choir based in Southend-on-Sea, Essex. It is administered by Emma Lindsey Voice Limited. Your privacy is important to us and we are committed to maintaining high standards of data protection.

Your Personal Data

Emma Lindsey Voice Limited will be what is known as the 'Controller' of the personal data you provide to the choir. The company registration is 07837304 and the registered office address is Ferneberga House, Alexandra Road, Farnborough GU14 6DQ. Emma Lindsey Voice Limited is registered with the Information Commissioner's Office.

Information We Collect

The choir processes personal information to manage the membership of the choir, to maintain the company accounts and records and if you consent to marketing to provide news and information on activities and events. We will only collect such data as is necessary for the specific purpose for which it is collected. We will not collect any personal data from you that we do not need. We keep data only for so long as is necessary for that purpose, unless there is a legal or regulatory requirement for us to retain the data for a longer period or we need to do so for audit accounting purposes.

In the case of choir members, this information may include your name, home address, email address, phone number, any medical conditions and your contact in case of an emergency. The choir also holds information on members' auditions, attendance, payments, mentoring plans and progress.

In the case of prospective members, we collect your name, email address, voice part and previous choral/musical experience as well as information on your audition, if applicable. We retain this information for three months if you do not become a member.

If you leave the choir, we retain basic information about your historic membership. Alumni often wish to keep in touch with the organisation, and we wish to secure their ongoing support. When you become an alumnus, we will seek your consent to continue to keep in touch about activities and events, and to share relevant marketing communications with you.

If you consent to marketing or if you leave the choir and consent to us keeping in touch with you, any information we use for these purposes will be kept until you notify us that you no longer wish to receive this information.

The Fifty uses Mailchimp (owned by Intuit) for email marketing. Please view their privacy notice [here](#).

At many of our rehearsals and events we take photos, film and audio recordings for the purpose of learning, for use on social media and for marketing future events. We will always tell you in advance if we are planning to film or photograph. At events it is not our intention for the audience to be captured. You can, of course, let us know if you would prefer not to appear in any footage and we will do our best to avoid filming or photographing you and subsequently will ensure your image is either pixelated or not included in any finished product. If you object to an image of you being used by The Fifty after a photo or film has been published, we will make every reasonable attempt to remove or obscure your image at the earliest opportunity.

If you book to attend a concert or event with the choir or make any other purchase from the choir, we will only collect the information we need to process the transaction to provide you with the tickets or merchandise. Eventbrite manages the ticket bookings for promotions organised directly by The Fifty. Please view their privacy notice [here](#).

What the Choir Does With Your Information

All the personal data the choir holds about you will be processed by Emma Lindsey Voice Limited in the UK.

Some information may also be shared with the following third-party organisations, but only as needed:

- My accountant plus Xero for the choir's accounts
- Google's G Suite for email and the management of the membership
- ChoirMate (owned by Sounds Good AS) for communication with members and the management of rehearsal resources

We will only share your personal data with other third parties if there is a legal obligation for us to provide it or in limited circumstances where it is necessary to enable us to work with an organisation such providing a list of singers' name to venues in which we are performing. We will take all reasonable steps to ensure that your personal data is processed securely and we will only provide that which is necessary for the particular circumstance.

Your Rights and Responsibilities

You have the right to request that your data is amended or deleted at any time. You also have the right to ask for inaccurate data to be rectified. In both cases, any queries should be directed to Emma Lindsey by emailing emma@vocalspark.co.uk. More information about your rights can be found on the Information Commissioner's website at www.ico.org.uk.

Changes to this policy

This privacy notice will be periodically reviewed and updated where necessary. Current choir members will be informed accordingly.

7 March 2024