Website Privacy and Cookie Policy

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Purpose

This privacy policy sets out how Mid Powys Youth Theatre uses and protects any information that you give Mid Powys Youth Theatre when you use this website. Mid Powys Youth Theatre is committed to protecting your data privacy. Should we ask you to provide certain information by which you can be identified when using this website, then you can be assured that it will only be used in accordance with this privacy statement and <u>MPYT's Data Protection Policy and Guidelines</u>.

Mid Powys Youth Theatre may change this policy from time to time by updating this page. It is recommended that you check this page regularly for any changes. This policy is effective from 25 July 2023.

Information we collect

Information you provide us with

We may obtain personal information when you use the <u>contact us</u> form to get in touch with us.

The personal information that we collect includes:

- First name
- Last name
- Email address

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- Telephone number
- Any other personal information that you provide in your message.

Automatically collected information

When you visit our website, we automatically collect cookies to help analyse web traffic and make our website, and the way you experience it, better.

How we use the information we collect

Internal record keeping and operations

• We will hold the minimum personal information necessary to perform day-today operations.

Website enhancements and improvements

- We may remember information about you or your browser with the purpose of providing you with a tailored web experience (pages you've previously visited etc.).
- We use any information collected to operate and make improvements to the web experience by understanding which pages are visited the most.

Communications

• We may use your email and contact details to support any enquires.

How we use cookies

A cookie is a small file which asks permission to be placed on your computer's hard drive. Once you agree, the file is added, and the cookie helps analyse web traffic or lets you know when you visit a particular site. Cookies allow web applications to respond to you as an individual. The web application can tailor its operations to your needs, likes and dislikes by gathering and remembering information about your preferences.

We use traffic log cookies to identify which pages are being used. This helps us analyse data about web page traffic and improve our website in order to tailor it to customer needs. We only use this information for statistical analysis purposes and then the data is removed from the system.

Overall, cookies help us provide you with a better website, by enabling us to monitor which pages you find useful and which you do not. A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us. You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser

setting to decline cookies if you prefer. This may prevent you from taking full advantage of the website.

Links to third party websites

Our website may contain links that allow you to visit other websites. If you use one of these links, then please note that MPYT no longer has control over the content or data handling of other websites. MPYT is not responsible for the protection and privacy of any information that you provide whilst visiting third party websites, and third-party websites are not governed by this privacy statement. It is recommended that you read the privacy policy of any third-party website that you visit from our website.

You are in control

You have the right to see the personal information that MPYT holds about you. A request can be made to see your personal data, change information about you or request for erasure by emailing us directly at mypt@mail.com

Version No.	Approved By	Approval Date	Main Changes	Review Period
1.0	Board	July 2023	New draft approved	At least bi- annually
1.0	Board	March 24	Revised draft approved	Annually
1.0	Board	April 25	Revised draft approved	Annually

This policy will be reviewed by the board at least once bi-annually.