## Goethe Choir Privacy Policy

The Goethe Choir (GC) is committed to safeguarding any personal information given to it.

This Policy, describing how GC handles and protects personal data, supports the changes in European data law, known as GDPR. All personal data are stored on an encrypted network drive with access given to named personnel only. These data are used so that the best service possible may be provided. One can at any time unsubscribe from this or any other forms of communication and one will have full control over contact preferences.

The data typically held is as follows:

- First and last name
- Mobile and/or home phone number
- Email address
- Home address or address provided
- Nationality
- Voice part
- Particular skills (if included on the signup form)

GC uses this to:

- Keep an accurate log of personal details as a contact
- Send information regarding activities of GC

GC does NOT:

- Sell personal data to any third parties
- Pass on any details to third-parties without clear written consent

GC tries hard to send out a minimum amount of communication and only when it is considered to be of value to the recipient.