Privacy Policy

Rainbow Theatre London Ltd are committed to protecting and respecting your privacy.

This policy has been updated to bring us in line with the new GDPR regulations. GDPR stands for the General Data Protection Regulation, which comes into effect in the EU on May 25 2018. This new legislation is all about giving you greater security, transparency, and control of your personal data.

This policy sets out the basis on which any data we collect from you through our website or otherwise, or that you provide to us, will be processed by us. Please read the following information carefully to understand our views and practices regarding your data and how we will treat it.

For the purpose of the new GDPR regulations 2018 the data controllers are; Rainbow Theatre London Ltd, whose registered office is 20-22 Wenlock Road, London, N1 7GU

Data Collection

Rainbow Theatre London Ltd may collect personal information which we receive when:

- · you use our website
- you use our services
- you contact us
- you undertake work for us

We may collect the following types of information (including but not limited to):

- your name, address, email address, telephone number(s) and other contact details
- information required to provide you with a service, and details of our services that you have used
- your company's name, your position in the company; the company's address, company's email address and telephone number
- if you apply to work for us work for us we may collect data pertinent to your employment
- your payment information such as bank account details.

Why do we collect this information?

We collect your personal information for the following legitimate purposes:

- to provide services to you or your organisation
- to enable us to pay for services that you may provide to us
- to meet our legal and regulatory obligations

Uses of Information

We use information held about you in the following ways:

- To ensure that content from our site is presented in the most effective manner for you and for your computer.
- To provide you by post, social media, telephone or email with information or services that you request from us or which we feel may interest you.
- To carry out our obligations arising from any contracts entered into between you and us.
- To notify you by mail, telephone or email about changes to our service.
- To carry out or process any instructions given by you to us.
- We may also use your data to provide you with information about productions or offers which may be of interest to you and we may contact you about these by mail, email, social media or telephone.
- If you do not want us to use your data in this way, please inform us in writing at the address above or by email via bookings@rainbowtheatrelondon.co.uk

Disclosure of your information to third parties

Access to your personal information is only allowed when required by law. We do not, and will never, divulge, sell or share your personal information with third parties. The only exception to this is:

If you require our services in the East and West Sussex area then we would ask your permission to send on your details to Rainbow Theatre Productions Ltd, who cover that area.

If we are under a duty to disclose or share your data in order to comply with any legal obligation, or in order to enforce or apply our terms of use or terms and conditions and other agreements; or to protect the rights, property, or safety of our customers.

This includes exchanging information with other companies and organisations for the purposes of fraud protection and credit risk reduction.

Security

Rainbow Theatre London Ltd is committed to keeping customers, staff and suppliers personal information secure to protect it from being inappropriately or accidentally accessed, used, shared or destroyed, and against it being lost.

We have a documented retention periods and deletion plans in place. We also undertake secure shredding of paper documentation.

We will do our best to protect your data once we have received your information. We use strict procedures and security features to try to prevent unauthorised access by outside parties. Unfortunately, the transmission of information via the internet is not always completely secure and therefore transmission is at your own risk.

Access to personal information

To make a request to Rainbow Theatre London Ltd for any personal information we may hold, we need you to contact us by writing to:

Rainbow Theatre London Ltd 20-22 Wenlock Road, London, N1 7GU or by emailing us at bookings@rainbowtheatrelondon.co.uk

We want to make sure that your personal information is accurate and up to date. You may ask us to correct or remove information you think is inaccurate.

COOKIE POLICY

Rainbow Theatre London Ltd puts small files (known as 'cookies') onto your computer to collect information about how you browse the site.

We only use Google Analytics on www.rainbowtheatrelondon.co.uk These cookies are used to:

- measure how you use the website so it can be updated and improved based on your needs
- remember the notifications you've seen so that we don't show them to you again

Cookies dropped onto <u>www.rainbowtheatrelondon.co.uk</u> are not used to identify any personal information apart from your IP address. In some instance IP addresses can reveal business names should a user be accessing

<u>www.rainbowtheatrelondon.co.uk</u> from a static IP address, however IP addresses cannot be used to identify individuals – names, addresses or any other sensitive information.

Even though it is possible to identify certain businesses that visit www.rainbowtheatrelondon.co.uk we choose not to.

You'll normally see a message on the site before we store a cookie on your computer. You cannot disable cookies through www.rainbowtheatrelondon.co.uk,in order to do this please change your browser settings. Instructions on how to do this can be accessed through the button link in the cookie pop-up message which will display the first time you enter our website.

We don't allow Google to use or share our analytics data.