



Kellen Dance Academy

Privacy Policy

This Privacy Policy explains what happens to any personal data that we collect from you through completing a registration form, or from visiting our website.

Information We Collect

Through the use of registration forms we collect the following information: names, addresses, dates of birth (applicable to children), telephone numbers, email addresses, emergency contact details and medical information.

In operating our website we may collect and process the details of your visit and the resources you access for visitor information. When completing a contact us form we will also ask for your email details.

Use of Cookies

We may on occasion gather information regarding your computer whilst you visiting our website. This enables us to improve our services and to provide statistical information regarding the use of our website. Such information will not identify you personally it is statistical data about our visitors and their use of our site. This statistical data does not identify any personal details whatsoever.

Similarly to the above, we may gather information about your general internet use by using a cookie file. Where used, these cookies are downloaded to your computer automatically. This cookie file is stored on the hard drive of your computer as cookies contain information that is transferred to your computer's hard drive. They help us to improve our website and the service that we provide to you.

All computers have the ability to decline cookies. This can be done by activating the setting on your browser which enables you to declines the cookies. Please note that should you choose to decline cookies, you may be unable to access particular parts of our website.

You could be a star on the dance floor

9 The Stray, Darlington, DL1 1EP

T. Kelly Sloan/ Ellen Harrison 07810 272 788 • E. kellendance@virginmedia.com • Web. www.kellendance.co.uk



Use of Your Information

The information that we collect and store relating to you is primarily used to enable us to provide our services to you. In addition we may use the information for the following purposes:

- To provide you with information about our services.
- To notify you about any changes to our website, including changes to the timetable.
- To contact an emergency contact.
- To ensure that medical needs are considered during classes.
- To ensure children are entered into the correct age range for medal exams and competitions.
- We will not pass your details or data onto any third party.

Storing Your Personal Data

Data that is provided to us is stored on a password protected computer, held within the UK by a principal of the academy. All completed registration forms are also held securely with a principal of the academy.

Access to Information

You have the right to access the information that we hold about you. Should you wish to receive details that we hold about you, please contact us using the contact details below.

Contacting Us

We welcome any queries or requests you may have regarding the Privacy Policy. Please do not hesitate to contact us at kellendance@virginmedia.com

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