



TINDERBOX

Terms and Conditions For participants in Tinderbox Collective's activities

GDPR

We are committed to protecting your privacy

We collect the minimum amount of information about you/ your child that enables us to effectively and safely deliver our activities.

Information collected

We may collect any of the information that you give us, including names, addresses, telephone numbers and email addresses, together with data about you/ your child's engagement with our activities.

To effectively deliver our activities, we may also store a record of your:

- Communication History with us (e.g. copies of emails, or notes about phone calls)
- Attendance.

We consider medical notes you provide to be Special Category Data, and our legal basis for storing this is to protect the Vital Interests of you/ your child.

Media - (video/photo/audio)

With your consent, we may film, photograph and record events. Any images or recordings are published separately from your personal data, and you are able to take part in Tinderbox activities without opting-in to this. We use this media to promote our activities and share the work we have been doing – see below for more detail.

Our Legal Basis for processing your personal data

Our Legal Basis for collecting and processing your personal data is our legitimate interest and need as a youth arts charity.

For recording (video/photo/audio) our Legal Basis for processing this data is Consent.

How and when we share your personal data

We may share details of your personal data such as a phone number or email address with members of the Tinderbox team, including staff and teachers to ensure activities run smoothly. Your data will not be given to anyone else without your prior consent.

What we use the information for

We use the information collected primarily to communicate with you and deliver our activities to you. Data collected in the UK is held in accordance with the General Data Protection Regulation (GDPR). All reasonable precautions are taken to prevent unauthorised access to this information.

Disclosing information

We do not disclose any personal information obtained about you to third parties except when we need to do so in order to deliver our activities to you, when required to do so by law, or with your consent.

Keeping you informed

We may use your information to keep in contact with you and inform you of developments associated with our work. You will be given the opportunity to remove yourself from any mailing list or similar other means of communication.

Changes to this policy

Any changes to this policy will be updated here on our website and will supersede this version of our Policy. We will take reasonable steps to draw your attention to any changes in our Policy.

Your rights under the GDPR

You have qualified rights to access, rectify and erase your personal data, and to restrict or object to processing, and to make your data portable. You have the right to complain to a Supervisory Authority (e.g. The Information Commissioner's Office).

How to raise a concern about how your data is handled

Please contact us with any concerns you have about how we are handling your data. For detailed guidance on how to raise a concern, and your rights to escalate concerns to the Information Commissioners Office (ICO) please visit: <https://ico.org.uk/for-the-public/raising-concerns/>

Media Consent

Tinderbox aims to promote, celebrate and share our activities through recorded media. We ask for your consent to use photographs, film footage or audio recordings depicting you/your child's involvement in activities. You do not have to consent to this in order to take part in our activities, and you may withdraw your consent at any time by contacting us and letting us know.

This media will be used for official purposes only including marketing, training, educational resources or publicity including our official social media and other online platforms. This includes the use of media by third party photographers and film-makers with our permission.

We cannot restrict or control the use of photographs taken by audience members at public events, which often include family and friends, or photographs taken by the young people involved in our projects. If we become aware of any issues, we will do our best to resolve them.

The interests and wellbeing of participants are paramount, and Tinderbox follows strict and legal safeguarding protocols that ensure that all necessary steps are taken to protect children and young people at all times from the inappropriate use of images.

We will not use the personal details or full names (first name and surname) of any child in a photographic image or video, on social media, our website or any other printed publications without additional consent.

If you ever have any concerns regarding inappropriate/intrusive photography, filming or recording please report these immediately to admin@tinderboxcollective.org.

Online Safety Agreement

The interests and wellbeing of our participants are paramount. Tinderbox follows strict and legal safeguarding protocols that ensure that all necessary steps are taken to protect children and young people at all times.

We recognise that:

- The online world provides everyone with many opportunities; however, it can also present risks and challenges.
- Tinderbox has a duty to ensure that all children, young people and adults involved in our organisation are protected from potential harm online.

We ensure that:

- All our tutors are members of the PVG scheme and have a clear understanding of our code of conduct and safeguarding measures.
- All online activities will be conducted by our tutors from a Tinderbox account which will not be for personal use.

We ask that all participants behave in an appropriate manner in online sessions:

Please ensure that:

- You wear appropriate clothing.
- Your visual background and background sound are appropriate.
- Other members of your household are aware that you are on a private call that includes children/ young people.

If a participant or tutor feel that any of the above points have been breached, they should terminate the call immediately. If further action is needed or you have any concerns regarding inappropriate behaviour, please report this immediately to: admin@tinderboxcollective.org

Our full safeguarding policy can be found [here](#).

Terms and Conditions

Agreeing to the Terms and Conditions constitutes an agreement that will last the duration of a participant's engagement with Tinderbox Collective's activities unless notified in writing.

Contact Us

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