



Princes Hall Theatre • Aldershot

www.princeshall.com • Box Office 01252 329155

Princes Hall Youth Theatre



Photographic Release form

Dear Parent or Guardian,

By signing this form, you give permission for your child to be included in any photographs or filming during the Youth Theatre Presentations by the Princes Hall and / or other parents attending.

Photographs or any film recorded by the Princes Hall will only be used as an account of the event for the Princes Hall / Rushmoor Borough Council website, brochure, social media channels, and may be used by the local Press.

Please be aware that we need to gain consent from all parents in order for photography to be permitted on the day.

Name Of Parent	Name Of Child	Signature	Date

Please return this slip to: -

Princes Hall, Aldershot, Hampshire GU11 1NX



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Privacy Notice – Photograph / Video Release

1. Identity of the Data Controller and contact details

Rushmoor Borough Council is the data controller for the personal information you provide on this form. You can contact the Princes Hall by phone on 01252 398000, via email to princeshallboxoffice@rushmoor.gov.uk or by writing to us at Princes Hall, Princes Way, Aldershot, Hampshire, GU11 1NX. You can contact the Council's Data Protection Officer at data.protection@rushmoor.gov.uk.

2. What we need your information for and the legal basis for it

We need your personal information to process your agreement to be included in photographs taken at the Princes Hall. By submitting your details, you have given the council consent to process this information. If you are giving consent on behalf of someone aged under 16, then you are also confirming you are the parent / guardian and have the right to give consent on their behalf.

You have the right to withdraw your consent at any time. If you wish to do this, please use the contact details at the start of this notice. Please bear in mind that if you withdraw consent this may affect our ability to carry out tasks above that are for your benefit.

3. Use for any other purposes

If we need to use your information for any other purpose, we will normally inform you before using it, unless we believe you know about the new purpose already or there are legal reasons that prevent us from telling you.

4. Will you pass my information to anyone else?

There are certain circumstances under which we may disclose your personal information to third parties. For example when we are under a duty to disclose your personal information in order to comply with any legal obligation (for example to government bodies and law enforcement agencies).

5. How we will store and look after your information

Your data will be held electronically and will not be stored in a country outside the UK. All paper records containing your personal information will be held securely in our filing systems and archives.

6. How long we will retain your information

We will normally keep your details in our current database for as long as we are using photographs you are included within or until you withdraw your consent. For further information on our policy for retaining personal information, see our retention guidelines.

7. Your rights concerning your information

The General Data Protection Regulation gives you a number of rights concerning your personal information. See the list below. Not all rights apply in every case – it will depend on the legal basis for collecting your information and how we use it.

- The right to be informed
- The right of access
- The right to rectification
- Rights related to automated decision making, including profiling
- The right to restrict processing
- The right to data portability
- The right to object
- The right to erasure

Further details on these rights can be found on our website <http://www.rushmoor.gov.uk/dataprotection>

8. Right to complain to the Information Commissioner's Office

If you are not happy with the way the Council is handling your personal information you have the right to lodge a complaint with the Information Commissioner's Office. (ICO).

You will find details of how to do so on the ICO website at <https://ico.org.uk/> or by phoning their helpline on 0303 123 1113.

9. Why we need your information and the consequences of not providing it

If you do not provide your information we will be unable to include you within any photographs / record video. It may also mean that others are also unable to take photographs / record video.