

Privacy Policy

Blueprint Theatre Company is Registered company limited by guarantee in England & Wales (7561331) and Registered Charity (1143484).

This Privacy Policy explains how we use any personal information we collect from you or that you provide to us.

How we collect information about you

We collect information about you when you sign up to our mailing list, order tickets to productions and events (both free and paid), participate in activities, work with us and when you provide feedback on our work. Website and social media engagement information is collected using analytics tools via our website and social media platforms Facebook, Twitter and Instagram.

We may receive information that you submit to any third party (such as a venue or ticket sales agent) that you access from a link on our website, social media and print marketing. You should check the privacy policy of that third party to find out how they will use your data. We will only use that information in accordance with this Privacy Policy.

How will we use the information about you?

Most commonly, we will use your personal data in the following circumstances:

Marketing: If you subscribe to receiving our newsletter, we collect your name and email address, which is used to send you information about productions, fundraising appeals and other relevant news about the company. We never pass this information on to other organisations.

We use Mailchimp for all our mailouts and you can opt out at any time by clicking the unsubscribe link at the bottom of any newsletter or by emailing contact@blueprinttheatre.co.uk

Tickets: Tickets for our productions are usually sold through the venue directly. Where we manage tickets directly we use a third party provider Eventbrite.

Employment: Where we need to perform the contract we are about to enter into or have entered into with you.

Financial: The collecting and paying of fees and charges for goods and services.

Evaluation: We value your opinion of our work. We use feedback forms and online surveys through a third party provider Survey Monkey to collect your opinion of our productions and activities, as well as special category data (gender, age, ethnicity, class etc.) to better understand the demographic make up of our beneficiaries. This information is collected anonymously and does not identify any one person.

Fundraising: We collect personal information from our donors to meet our legal obligations of processing their payments, including Gift Aid. Crowd-funding campaigns are managed through a third party provider The Big Give.

Legal: Where we need to comply with a legal or regulatory obligation such as reporting to HMRC and the Charity Commission.

Lawful basis for processing data

The following sets out the legal basis in order to process personal data. Note that we may process your personal data for more than one lawful ground depending on the specific purpose for which we are using your data:

Consent: Marketing.
Contract: Tickets, Employment and Financial.
Legal Obligation: Employment, Fundraising and Legal.
Legitimate Interests: Evaluation

Access to your information and correction

You have the right to request a copy of the information that we hold about you. If you would like a copy of some or all of your personal information, please email or write to us at the following address.

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.

Cookies

Cookies are text files placed on your computer to collect standard internet log information and visitor behavior information. This information is used to track visitor use of the website and to compile statistical reports on website activity. You can set your browser to refuse all or some browser cookies, or to alert you when websites set or access cookies.

Third Party Sites

Our website may contain links to other websites. This privacy policy only applies to this website so when you link to other websites you should read their own privacy policies.

Changes to our privacy policy

We keep our privacy policy under regular review and we will place any updates on this web page.

This privacy policy was last updated on 20 May 2018.

How to contact us

Please contact us if you have any questions about our privacy policy or information we hold about you by emailing contact@blueprinttheatre.co.uk