Cambridge Band Competition 2027

Privacy Notice

Strawberry Fair C.I.C.

1. Introduction

Strawberry Fair C.I.C. is committed to protecting your personal information and respecting your privacy.

This Privacy Notice explains how we collect, use, store and protect personal information provided in connection with Cambridge Band Competition (CBC) 2027.

It applies to all applicants, performers, parents, guardians and responsible adults involved in both the Under-18s and Over-18s competitions.

2. Who is responsible for your information?

Cambridge Band Competition is organised by Strawberry Fair C.I.C., which is the data controller responsible for your personal information.

Organisation: Strawberry Fair C.I.C.

Company Number: 07638923

Registered Address: 34 Kendal Way, Cambridge, CB4 1LR

Email: bandcomp@strawberry-fair.org.uk

3. What information do we collect?

Depending on your involvement in the competition, we may collect:

- Names, email addresses and telephone numbers of applicants and nominated contacts.
- Act names, performing members' names, ages, roles and instruments.
- General location and educational information needed to establish geographical eligibility.
- Music links, photographs, websites and social media profiles submitted by applicants.
- Availability, performance requirements and relevant access arrangements.

- Names and contact details of parents, guardians or responsible adults, where applicable.
- Photography and videography permissions.
- Judging scores, selection decisions and competition correspondence.

We may also record relevant information about incidents, complaints or safeguarding concerns where necessary.

We do not routinely request full home addresses or dates of birth through the competition entry forms.

Where information is submitted about other band members, including children, it is provided to us by the person completing the application.

4. Why do we use your information?

We use personal information to:

- Assess eligibility and process competition applications.
- Enable the listening panel and judges to assess entries.
- Contact applicants about selection, heats, finals and competition arrangements.
- Coordinate performances, venues, equipment and scheduling.
- Maintain appropriate safeguarding and safety arrangements.
- Administer judging, results and prizes.
- Investigate concerns, complaints or breaches of competition rules.
- Produce promotional materials where appropriate permission has been obtained.

We will not use competition application details to send unrelated marketing communications without an appropriate lawful basis.

5. Our lawful basis for processing information

Under UK data protection law, we must have a valid lawful basis for using personal information.

We primarily rely on:

Legitimate interests: To organise and administer the competition, assess entries, communicate with participants and ensure the fair and safe operation of the event. These interests are balanced against the rights and privacy of participants, particularly children.

Legal obligations: Where processing is necessary to comply with applicable legal requirements, including relevant child performance, safeguarding and record-keeping obligations.

Consent: Where we seek optional permission to use identifiable photographs, video recordings or other personal information for promotional purposes.

Where access or safeguarding arrangements require sensitive information, such as health information, we will limit collection to what is necessary and establish the appropriate additional legal condition before processing it.

6. Photography, videography and promotional use

Strawberry Fair may photograph or film participating acts during Cambridge Band Competition 2027.

Where appropriate permission has been obtained, images and recordings may be used on Strawberry Fair and Cambridge Band Competition websites, social media channels, promotional materials and in press communications.

Photography and videography permission is optional. Declining permission will not affect competition eligibility.

Where an act contains multiple performers, appropriate permission must be established for the individuals concerned. Additional considerations apply to performers under 18, including parental or guardian permission where required.

Where we rely on consent, this may be withdrawn at any time by contacting bandcomp@strawberry-fair.org.uk.

We will stop further use based on withdrawn consent and take reasonable steps to remove material under our control where applicable. However, material already distributed, shared or published by third parties may not always be fully retrievable.

7. Who can access your information?

Personal information will only be shared where reasonably necessary and lawful.

This may include:

- Authorised Strawberry Fair and Cambridge Band Competition organisers and volunteers.
- Listening-panel members and competition judges.
- Venues, event staff and relevant service providers involved in delivering the competition.
- Technology providers used to collect, store and administer applications, including Google Forms.
- Photographers, videographers and media partners where the relevant permissions and arrangements are in place.
- Local authorities, safeguarding organisations or emergency services where necessary or legally required.

Access will be limited to information relevant to each person's responsibilities.

We do not sell applicants' personal information to third parties.

8. How do we store and protect information?

Application information is collected electronically through Google Forms and managed using systems accessible to authorised competition personnel.

We take reasonable technical and organisational measures to protect personal information against unauthorised access, disclosure, loss or misuse.

Some technology providers may process information outside the United Kingdom. Where this involves a restricted international transfer, we will ensure an appropriate legal transfer mechanism is in place.

9. How long do we keep information?

Routine application records, contact details, competition correspondence and judging information will normally be retained for **12 months following the conclusion of the competition**, after which they will be securely deleted or anonymised.

Unused photographs and video recordings will normally be deleted within 12 months of the competition. Selected photographs and recordings retained for promotional purposes may be kept for up to **three years**, subject to annual review and any applicable permissions.

Records of photography and videography permissions will be retained for as long as the relevant material remains in use, and for up to 12 months afterwards, where necessary to demonstrate that appropriate permission was obtained.

Information relating to safeguarding concerns, serious complaints, legal obligations or disputes may be retained for longer where necessary, in accordance with applicable legal requirements and safeguarding procedures.

Personal information will not be retained for longer than necessary for its intended purpose. Where appropriate, information will be securely deleted or anonymised.

10. Your data protection rights

Under UK data protection law, you have rights relating to your personal information, subject to applicable conditions and exemptions.

These include the right to:

- Request access to personal information we hold about you.
- Ask us to correct inaccurate information.
- Request deletion of information in appropriate circumstances.
- Request that we restrict certain uses of your information.
- Object to processing based on legitimate interests.
- Withdraw consent where consent is our lawful basis.
- Request data portability where the legal conditions apply.

To exercise your rights, please contact bandcomp@strawberry-fair.org.uk.

We may need to verify your identity before responding.

11. Children's information

We recognise that children and young people require particular care when their personal information is collected and used.

Information relating to performers under 18 will be used only for legitimate competition purposes and handled with appropriate safeguards.

Parents, guardians and responsible adults may be involved in providing information or permissions where necessary.

Children and young people also have data protection rights in their own right.

We encourage anyone completing an application on behalf of other performers to share this Privacy Notice with all relevant members and their parents or guardians, where appropriate.

12. Automated decision-making

Competition applications are assessed by people, including the listening panel and judges.

We do not use solely automated decision-making to determine which acts progress through the competition.

13. Complaints and concerns

If you have questions or concerns about how your personal information is handled, please contact us in the first instance:

bandcomp@strawberry-fair.org.uk

You also have the right to complain to the Information Commissioner's Office (ICO), the UK's independent data protection regulator.

Website: www.ico.org.uk

Telephone: 0303 123 1113

14. Changes to this Privacy Notice

We may update this Privacy Notice where necessary to reflect changes to our practices or legal requirements.

The most recent version will be made available through the Cambridge Band Competition application process.

Strawberry Fair C.I.C.

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Version 1.0, November 2026