



Our Privacy Policy



Why we collect your data

Our website <http://www.planetleroc.biz>, contains all our details but not everyone wants to go and look for the information. So that we can keep you informed about our weekly lessons, monthly dance events and occasional weekenders (including rare last-minute changes to long held plans) we send out details by text message and Facebook updates. To make this possible we ask for your mobile phone number when you first join our classes. To facilitate the booking of places on our weekender events we also collect home address details and telephone number (which could be a landline number) of attendees.

How we collect your data

We only use data which has been provided directly by you in any of the following ways:

- When you attend a class for the first time, we ask you to complete a registration form to provide us with your name and mobile phone number (if available).
 - We keep your name on the register for a 5-year period after your last class/event attendance.
 - If you have sanctioned the use of your information for texting purposes, we will continue to text you until you unsubscribe.
- Each time you participate in a lesson, we record the fact that you attended on a specific date. This information is held for a calendar year (January to December) and then wiped out, although we retain the number of attendances during the year. We do this for accounting purposes, also because there is a prize for the non-team individual who has participated in the most classes each year.
- You may, of your own volition, request to join our Facebook group. If you have attended our classes or events i.e. you are a known dancer, then we'll be happy to add you to our membership. If we don't know you then we'll get in touch to check your reason as we don't want members who only want to promote their own goods or interests.
- We will contact you via your mobile number for confirmation that your number can be used to receive messages from Planet Leroc and if you agree you will then receive our messages. You can unsubscribe from the Text Messaging at any time by replying with a message of 'Unsubscribe'.
- To attend one of our teaching Weekender events you complete a booking form which requests your name, address, email and telephone number of yourself and name of your room-mate and their address if different from your own. This enables us to allocate rooms for you as requested and provides us with contact details if there are issues. We keep these forms for 13 months.
- For our teaching Weekender events, dining tables are either arranged by the attendees in advance of the event or, if we have not been advised of any plans, we create a draft arrangement based on previous event tables and confirm with attendees on arrival. To create a reasonable draft arrangement, we keep table details for 13 months.
- To attend one of our Charity Weekender events you complete a booking form which requests name, address, email and telephone number of yourself and name of your table-mates and their email or telephone details if different from your own. This enables us to allocate rooms and tables for you as requested and provides us with contact details if there are issues. We keep these forms for 13 months.

Sharing your data

We do not pass your details on to any other organisation, not even to other dance groups.

Know your rights

You have rights to your personal data, and on request we can provide you with all the information we hold about you:

- Name
- Address (Weekender bookings only)
- Landline Number (Weekender bookings only)
- Mobile number
- Email address (Weekender bookings only)
- Dates participated in a class this year
- Total number of class evenings participated in during the previous 5 years
- Year joined.

If you want any of this information updated or deleted, please contact Jax on 07950 814973 or E-Mail jackie_planetleroc@msn.com