



Privacy Policy for Trustees of the Society

Winchester Musicals and Opera Society is committed to protecting personal information.

This Privacy Policy relates to our use of any personal information we collect from you when you become a Trustee of the Society. Trustees are elected by the members of the Council of Management.

What personal information might we collect from you? (In addition to the information collected as a Member)

We hold the date of birth and home address of Trustees as this is a requirement when lodging our annual report with the Charity Commission.

How might we use your personal information?

Your name will appear in our Report and Accounts which are filed with the Charity Commission and Companies House. We will use your information to inform you of Council of Management Meetings and your name will appear in the minutes of these Meetings and in the minutes of General Meetings.

We guarantee the use of reasonable security measures to protect against any unauthorised access or damage to, or disclosure or loss of, personal information of our Trustees.

What are your rights as a Trustee of WMOS regarding your personal information?

You have the right to request a copy of all the personal information we hold about you in a Subject Access Request (SAR). To do this, please write to us via email (address supplied below). We will take reasonable steps to confirm your identity before providing you with details of any personal information we may hold about you.

Please also let us know if your information changes via email (address supplied below) as it is important that the personal information we hold about you is accurate and up to date.

We will keep your information as a Trustee until you cease to become a Trustee. But you will be aware that your name will appear on our Report and Accounts which is a public document.

Changes to this Privacy Policy:

We may amend this Privacy Policy from time to time: for example, to keep it up to date or to comply with legal requirements.

If there will be any significant changes made to the use of your personal information, in any manner different from that stated, we will seek your permission.

How to contact us:

For any questions or concerns relating to this Privacy Policy or our data protection practices, to make a Subject Access Request (SAR), to let us know of changes to your personal data, or to request erasure please contact us via email: secretary@wmos.org.uk