

# Privacy Policy & Cookie Policy Notice for Visitors to Our Site

## Who we are

Our website address is: <https://thetheaterschool.com>

## What personal data we collect and why we collect it

1. Among the types of Personal Data that this Website collects, by itself or through third parties, there are: Cookies, Usage Data, last name and email address.
2. Complete details on each type of Personal Data collected are provided in the dedicated sections of this privacy policy or by specific explanation texts displayed prior to the Data collection.
3. Personal Data may be freely provided by the User, or, in case of Usage Data, collected automatically when using this Application.
4. Any use of Cookies – or of other tracking tools – by this Website or by the owners of third-party services used by this Website serves the purpose of providing the Service required by the User, in addition to any other purposes described in the present document and in the Cookie Policy.

## Mode and place of processing the Data

### Methods of processing

Theaterschool.com takes appropriate security measures to prevent unauthorized access, disclosure, modification, or unauthorized destruction of the Data. The Data processing is carried out using computers and/or IT enabled tools, following organizational procedures and modes strictly related to the purposes indicated. In addition to theaterschool.com, in some cases, the Data may be accessible to certain types of persons in charge, involved with the operation of this Application (administration, sales, marketing, legal, system administration) or external parties (such as third-party technical service providers, mail carriers, hosting providers, IT companies, communications agencies) appointed, if necessary, as Data Processors by theaterschool.com. The updated list of these parties may be requested from theaterschool.com at any time.

### Legal basis of processing

Theaterschool.com may process Personal Data relating to Users if one of the following applies:

- Users have given their consent for one or more specific purposes. Note: Under some legislations the Owner may be allowed to process Personal Data until the User objects to such processing (“opt-out”), without having to rely on consent or any other of the following legal bases. This, however, does not apply, whenever the processing of Personal Data is subject to European data protection law;
- Provision of Data is necessary for the performance of an agreement with the User and/or for any pre-contractual obligations thereof;
- Processing is necessary for compliance with a legal obligation to which Theaterschool.com is subject;
- Processing is related to a task that is carried out in the public interest or in the exercise of official authority vested in the theaterschool.com;
- Processing is necessary for the purposes of the legitimate interests pursued by the theaterschool.com or by a third party.

### The purposes of processing

The Data concerning the User is collected to allow the Owner to provide its Services, as well as for the following purposes: Analytics, Contacting the User and Interaction with external social networks and platforms. Users can find further detailed information about such purposes of processing and about the specific Personal Data used for each purpose in the respective sections of this document.

## Who we share your data with

We often need to engage third-party companies and individuals (such as payment processors, research companies and analytics and security providers) to help us operate and provide the Services. These third parties have only limited access to your information, may use your information only to perform these tasks on our behalf and are obligated to us not to disclose or use your information for other purposes.

We may share information about you as follows or as otherwise described in this Privacy Policy:

- With vendors, consultants and other service providers who need access to such information to carry out work on our behalf;
- In response to a request for information if we believe disclosure is in accordance with any applicable law, regulation or legal process, or as otherwise required by any applicable law, rule or regulation;
- With your consent or at your direction.

We may also share aggregated or de-identified information, which cannot reasonably be used to identify you. For example, we may share a hashed version of your email address to facilitate customized ad campaigns on other services or platforms.

## How long we retain your data

If you leave a comment, the comment and its metadata are retained indefinitely. This is so we can recognize and approve any follow-up comments automatically instead of holding them in a moderation queue.

For users that register on our website (if any), we also store the personal information they provide in their user profile. All users can see, edit, or delete their personal information at any time (except they cannot change their username). Website administrators can also see and edit that information.

## What rights you have over your data

If you have an account on this site, or have left comments, you can request to receive an exported file of the personal data we hold about you, including any data you have provided to us. You can also request that we erase any personal data we hold about you. This does not include any data we are obliged to keep for administrative, legal, or security purposes.

We use the following 3rd Party Plugins or Apps on our Website:

- **Google Analytics**

Google Analytics is a web analysis service provided by Google Inc. ("Google"). Google utilizes the Data collected to track and examine the use of this Application, to prepare reports on its activities and share them with other Google services. This service is provided by Google LLC, 1600 Amphitheatre Parkway, Mountain View, CA 94043, USA. Further information about handling user data, can be found at Google's [privacy policy](#).

- **Google Web Fonts**

For uniform representation of fonts, this page uses web fonts provided by Google. When you open a page, your browser loads the required web fonts into your browser cache to display texts and fonts correctly.

For this purpose, your browser has to establish a direct connection to Google servers. Google thus becomes aware that our web page was accessed via your IP address. The use of Google Web fonts is done in the interest of a uniform and attractive presentation of our plugin. This constitutes a justified interest pursuant to Art. 6 (1) (f) DSGVO. Further information about handling user data, can be found at Google's [Fonts FAQ](#) and in Google's [privacy policy](#).

- **Contact Form 7**

Our website uses Contact Form 7 owned by Rock Lobster, LLC, a WordPress Plugin to manage contact form submissions. Takayuki Miyoshi at [ideasilo.wordpress.com](https://ideasilo.wordpress.com)

We store user input data sent through the contact forms on this website, along with meta information about the submissions, including the time stamp, the origin IP address, and the user agent (browser). By filling in the contact form with their Data, the User

authorizes this Application to use these details to reply to requests for information, quotes or any other kind of request as indicated by the form's header. Personal Data collected: email address, first and last name.

- **MailChimp**

Our website uses MailChimp owned by Rocket Science Group, a WordPress Plugin to manage marketing automation and email marketing services.

Theaterschool.com uses MailChimp to send our newsletter and information about upcoming classes and events. When you interact with an email campaign that you receive from theaterschool.com, information may be collected about your device and interaction with an email. MailChimp uses cookies and other tracking technologies to collect some of this information. MailChimp's use of cookies and other tracking technologies is discussed in more detail in MailChimp's **Cookie Statement**. MailChimp's **Privacy Policy**.

- **VBOTickets**

Our website uses VBOTickets owned by VBOTickets, Inc. a front-end plugin of the VBO event manager that provides a robust all-in-one event ticketing solution. This service is provided by VBOTickets, Inc. 1084 Foxworthy Ave, San Jose, CA 95118.

Theaterschool.com uses VBOTickets to display our programs, register, and sell tickets to our customers. When you interact with VBOTickets to use their product or to make any purchase you provide content to process your order. VBOTickets collects and stores content that you post, send and receive. This content includes any information about you that you may choose to include within your account. Examples of content they collect and store include: Purchase of Tickets, merchandise or other products through our system: name, company name, address, phone number, email address, website. VBOTicket's **Privacy Policy**.

## **Interaction with External Social Networks and Platforms**

This type of service allows interaction with social networks or other external platforms directly from the pages of this Website. The interaction and information obtained through this Website are always subject to the User's privacy settings for each social network. This type of service might still collect traffic data for the pages where the service is installed, even when Users do not use it.

**Facebook** Like button and social widgets (Facebook, Inc.) The Facebook Like button and social widgets are services allowing interaction with the Facebook social network provided by Facebook, Inc.

Personal Data collected: Cookies and Usage Data. Facebook **Privacy Policy**

**Instagram** button and social widgets are services allowing interaction with the Instagram social network provided by Facebook, Inc. Personal Data collected: Cookies and Usage Data. Instagram **Privacy Policy**.

## **Retention time**

Personal Data shall be processed and stored for as long as required by the purpose they have been collected for.

Therefore:

- Personal Data collected for purposes related to the performance of a contract between the Owner and the User shall be retained until such contract has been fully performed.
- Personal Data collected for the purposes of the Owner's legitimate interests shall be retained as long as needed to fulfill such purposes. Users may find specific information regarding the legitimate interests pursued by the Owner within the relevant sections of this document or by contacting the Owner.

The Owner may be allowed to retain Personal Data for a longer period whenever the User has given consent to such processing, as long as such consent is not withdrawn. Furthermore, the Owner may be obliged to retain Personal Data for a longer period whenever required to do so for the performance of a legal obligation or upon order of an authority.

Once the retention period expires, Personal Data shall be deleted. Therefore, the right to access, the right to erasure, the right to rectification and the right to data portability cannot be enforced after expiration of the retention period.