

MANX COMPETITIVE MUSIC, SPEECH & DANCE FESTIVAL

NAME

I am in receipt of the Child Protection Policy of the above Festival on behalf of children under 18

years entered on.....(dates).

I undertake to pass copies of this policy to the parents / guardians / carers of all children who will attend the festival and ensure that they receive these in what I consider to be sufficient time for them to make arrangements for their children's (or vulnerable adults in their care) attendance at the festival.

I understand that the festival has requested me to ensure that parents / guardians / carers know that responsibility lies with them in pursuance of this Child Protection Policy, which I have read and understand.

Signed

Name in capitalsJob Title.....

Pass this back to the festival and keep your own copy.

**Thank you for your involvement in best practice by
being a partner in our Child Protection Policy.**

MANX COMPETITIVE MUSIC, SPEECH & DANCE FESTIVAL

Saturday 27th April to Saturday 4th May 2024

Please complete this form in **PRINTED BLOCK CAPITALS**

Closing date: 3rd February 2024

NO LATE OR INCOMPLETE ENTRIES WILL BE ACCEPTED

All entries please to

Entries Secretary, Aarthi Rayen

50 Seafield Close, Birch Hill, Onchan, IM3 3BU

Details of person making the entry

Name

Address

.....

.....Post code

Email

Tel. No.....

Work No (if applicable)

YOUR SIGNATURE IMPLIES THE FOLLOWING:

- I consent to my performance being recorded and broadcast by Manx Radio at their discretion.
- I understand that if I request the Official Accompanist this decision cannot be changed.
- **My own choice/grade/music/drama piece is enclosed, clearly marked with name, class and page number.**
- My backing track is enclosed
- Cheques made payable to **Manx Music Festival** is enclosed.
- I agree to adhere to the Regulations contained in the Syllabus.
- I enclose a STAMPED ADDRESSED ENVELOPE (failure to do so causes delays in you receiving your tickets and timetable).
- I agree that the Festival may use my/my child's/my students'/my group's photograph in their publications or on their web page.

.....
(Signed by or on behalf of the competitor) Date

The Festival welcomes entries from persons with special needs or disabilities. Should you need any assistance of any kind in order to take part please contact the Festival Secretary.

***This form, which will take up to 12 entries, may be copied.
Please fasten multiple entry forms together.***

PRIVACY NOTICE

Who we are and what we do?

As a registered Data Controller, we, the Manx Competitive Music, Speech and Dance Festival is a Company (Registration Number 127818C) and Charity (number 1127) with the following charitable purposes:

- 1) To foster, develop and promote in the Isle of Man the performing arts of music, dance and speech in all its forms
- 2) To provide competitions for the performance of music, dance and speech in all its forms and to hold or support amateur festivals of such performing arts.

Data Protection Principles.

The Charity is committed to processing data in accordance with its responsibilities under the General Data Protection Regulations:

1. Lawfulness, fairness and transparency
2. Purpose limitation
3. Data minimisation
4. Accuracy
5. Storage limitation
6. Integrity and confidentiality

Together with the overarching principle of **'accountability'** which requires a controller to demonstrate compliance with the personal data processing principles. This includes the implementation of appropriate data protection policies under the responsibility of the controller set out in Article 24 of the Applied GDPR.

For further details on these principles go to the Office of the Information Commissioner www.inforights.im/organisations/data-protection-law-2018/principles-of-data-protection/

What do we do with your data?

The data we collect from you and our partners will be used exclusively in connection with our charitable purposes.

We collect the contact details of stewards, Company Members, employees, entrants, subscribers, trophy winners, teachers, accompanists, sponsors, partners and advertisers. In addition we collect the bank details of those to whom we make payments. We retain this information for only as long as required to achieve the Festival's purposes.

The names of competitors will be included in the Festival's Official Programme which is on public sale. No contact details or dates of birth will be included there although competitors entered in classes for specific age groups will be identifiable as of that age group.

The data collected will not be shared with third parties without the express permission of the data subject. When the Festival is asked to provide contact details to any third party, (for example, with a view to asking a competitor to perform at an event), the Secretary will contact the competitor to ensure their consent to contact details being disclosed.

This Privacy Notice will be drawn to the attention of all entrants, stewards, accompanists, partners, adjudicators, teachers, subscribers and Company Members and will be on our web site.

Our Privacy Policy has been developed in line with the Isle of Man Data Protection Act 2018. International entries will be treated under Manx law.

Your rights

If you are concerned about the way your personal data are being collected, retained or used, you have the right to have it deleted if you wish. If you wish to know what data we have about you then you should contact the Festival Secretary on manxguild@gmail.com who will acknowledge receipt and provide all the relevant data within one month of receipt of the request.

Breach Policy

If there is accidental or unlawful restriction, loss, alteration or unauthorised disclosure of, or access to, personal data held by us it will be investigated by the Vice Chairman and Treasurer. It will be reported where appropriate to the Information Commissioner and, in where appropriate and legal, to the individuals concerned.

CHILD PROTECTION POLICY

implemented from 1 January 2017

**FULL NAME OF ORGANISATION: MANX COMPETITIVE MUSIC SPEECH
AND DANCE FESTIVAL**

Where the word "child" or "children" is used throughout this document, it also includes vulnerable adults. Where "parent" is used it includes guardians and carers.

PRELIMINARY STATEMENT: The safety of children and vulnerable adults is paramount and all, without exception, have the right to protection from abuse. All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately and all officers, committee members and volunteers have a responsibility to report concerns.

1. PURPOSE AND FUNCTION OF ORGANISATION:

To promote participation and excellence in the amateur performance of music, spoken word and dance by means of competition.

2. THE FESTIVAL ENVIRONMENT:

The principal venue for the festival, where all children's classes are held, is the Villa Marina, Douglas, Isle of Man, which remains in part open to the general public during the festival. The festival is run by volunteers who aim to communicate and co-operate with parents and teachers to ensure, as far as reasonably practicable, that the festival provides a safe environment for children.

3. TO WHOM DOES THIS POLICY APPLY:

This policy relates to children under the age of 18 years and those vulnerable adults of any age who are identified to the organisers prior to their arrival at the festival. This should be done by contacting the address or telephone number at the foot of this document. In recognising the needs of children from all ethnic groups and children who are disabled, the festival actively seeks to meet needs notified to the festival by parents / guardians / carers and/or teachers.

4. FESTIVAL PERSONNEL:

The festival is run by officers and committee members who are elected at the Annual General Meeting. They are helped during the week of the festival by additional stewards, selected by personal recommendation and interview. Details of all personnel are held by the Secretary. They can be identified at the festival by name badges, and anyone wearing a badge can be approached in case of a problem and will be able to take you to someone who will be able to help. In addition, whilst classes are taking place, officers will be available in the Festival Office. All problems will be taken seriously, documented and dated in accordance with festival procedures.

