PRIVACY NOTICE
FOR PROGRAMME PARTICIPANTS

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1. Introduction

Boldprint Studios Limited is committed to protecting your personal information. If you're thinking of participating in one of our programmes, this privacy notice explains what we do with your personal information.

We may make changes to this privacy notice from time to time, so please check back periodically.

2. Who we are and how to contact us

Boldprint Studios Limited is the data controller responsible for your information. We're an English company (with company number 15317565) and our office address is Piano House, 9 Brighton Terrace, Brixton, SW9 8DJ.

If you have any questions about this notice or want to exercise your rights, please email us at hello@boldprintstudios.com. You can also write to us at our office address, marked for the attention of our privacy officer.

3. What information we use, what we do with it, and the legal bases we rely on

We ask you for, and use, your personal information when you apply to participate in one of our programmes, and if we go on to select you as a participant, candidate or contributor. We use that information in a number of different ways, depending on the stage reached in the application, casting/selection and production process. The table below sets out, for each stage of the process, what we do with your information.

We might not always ask you for all of the information listed in the table, as some types of information may not be relevant to the particular programme you've applied for.

Some important don'ts at any stage

Please don't give us:

- Any information about yourself if you're under the age of 18, unless you've first checked with your parent or guardian, and they've given you permission. We'll ask your parent or guardian to confirm you're allowed to participate as a contributor, so please make sure you've got their permission.
- Any information about anyone other than yourself (for example, to nominate them as a participant) unless you've asked for, and obtained, their permission to do so.

Stage 1: Applying to participate (including telephone casting/applicant selection)

Information we use	**How and why we use it**	**What's our lawful basis**
Name, contact details, email address.	To contact you about your application. If we can't contact you, we won't be able to proceed with your application, invite you to an audition, or to participate in the selection process.	To take pre-contractual steps at your request (i.e. when you ask us to consider your application).
Information about you which we consider is likely to be relevant in assessing whether you'll be a suitable contributor/candidate. It includes your date of birth, and information about your work; your home and family life; your interests and personality; any previous TV appearances; as well as other information relevant to the programme you've applied for.	We review this information to assess whether you meet our age eligibility requirements, whether we think you'll be a suitable contributor/candidate, and to decide whether to invite you to the next stage of the application/casting/selection process, which may include an audition..	To take pre-contractual steps at your request (i.e., when you ask us to consider your application). Where we process your special category data contained in your application, we do so on the basis of your explicit consent. Please also see the note on the Special Purposes exemption below in relation to personal data processed on the basis of your explicit consent.
Information about you and your past experiences that we obtain from searches that we conduct with various authorities such as your current and former employers (including your employment records), associates, friends, family members, educational institutions, government agencies (including government records and any motor vehicle records relating to you), any branch of the military (including military records relating to you), any references provided by you, any civil records, and any credit reporting agencies (including credit and consumer reports relating to you).	We review this information to assess whether we think you'll be a suitable contributor/candidate, to verify any information that you have supplied to us, and to decide whether to invite you to the next stage of the application/casting/selection process, which may include an audition.	Legitimate interests. We have a legitimate interest in checking that what you tell us about yourself is correct. We also have a legitimate interest in protecting our commercial and reputational interests (as well as those of the broadcaster and our partners), and to safeguard the welfare of our employees, freelancers, audience members, and contributors/contestants/ candidates.

Information we use	How and why we use it	What's our lawful basis
Health or medical information you disclose or supply to us or our medical advisers and the results of any tests we conduct e.g. temperature tests/antibody tests.	To safeguard your welfare and the welfare of other participants in the programme as well as our production team and to make sure you are able to participate in the casting/selection process and to enable us to make any reasonable adjustments.	We only use this information if you've given us your explicit consent. Please also see the note on the Special Purposes exemption below in relation to personal data processed on the basis of your explicit consent.
Religious or philosophical beliefs	If you disclose information about your religious or philosophical beliefs on your application form, we will use this in order to make any reasonable adjustments during the casting/selection process. You don't have to volunteer any information about your religious or philosophical beliefs.	We will only use information about your religious or philosophical beliefs if you've given us your explicit consent. Please also see the note on the Special Purposes exemption below in relation to personal data processed on the basis of your explicit consent.
Criminal offence data (excluding spent convictions)	If you disclose criminal offence data on your application form, we will record and review that information as part of our assessment of your application mindful of our need to safeguard the well-being of our employees, freelancers, audience members, and contributors/contestants/ candidates and to protect our commercial and reputational interests and those of the broadcaster of the programme. You don't have to give us this information, but if you don't, your application might fail.	We only use this information if you've given us your explicit consent. Please also see the note on the Special Purposes exemption below in relation to personal data processed on the basis of your explicit consent.
Audio and/or visual recordings, whether submitted by you as part of your application, or	We review this information to assess whether you meet our eligibility requirements,	

Information we use	How and why we use it	What's our lawful basis
made available by you publicly on YouTube or other platforms.	whether we think you'll be a suitable contributor/candidate and to decide whether to invite you to the next stage of the application/casting/selection process, which may include an audition.	Where you have submitted audio and/or visual recordings as part of your application, we process this information to take pre-contractual steps at your request (i.e., when you ask us to consider your application). Where we process your Special Category Data for this purpose, we do so on the basis of your explicit consent. Please also see the note on the Special Purposes exemption below in relation to personal data processed on the basis of your explicit consent. Where we process information publicly available on YouTube or other platforms we do so on the basis of our legitimate interests. We have a legitimate interest in assessing your suitability to participate in our production. Where we process your Special Category Data contained in information publicly available on YouTube or other platforms, we do so on the basis that you have manifestly made this information public.
Transcripts of audio and/or visual recordings submitted by you as part of your application, or made available by you publicly on YouTube or other platforms and used to make production decisions about the programme.	We may make and use transcriptions of audio recordings to assist in the review of content during the application process.	We have a legitimate interest in efficiently reviewing content in order to inform selection decisions. Where we process your Special Category Data for this purpose, one of the following grounds will also apply: (1) You have

Information we use	How and why we use it	What's our lawful basis
		manifestly made the information public, or (2) Your explicit consent. Please also see the note on the Special Purposes exemption below in relation to personal data processed on the basis of your explicit consent.

Stage 2: Shortlisting, Auditioning & Selection Process Activities

Information we use	How and why we use it	What's our lawful basis
Name, contact address, email address and date of birth.	To contact you about your application and to conduct criminal record checks (more on this below). We may also share this information with a global news database service to compile information about you which is publicly available from various sources such as newspapers, websites, blogs. We may also undertake online searches of information which you have made public (including on social media) and/or verify information you have supplied with your family members and/or employers.	Where we process this information to contact you about your application, we do so to take pre-contractual steps at your request (i.e., when you ask us to consider your application). Where we process this information to conduct criminal records checks, we do so on the basis of your explicit consent. Please also see the note on the Special Purposes exemption below in relation to personal data processed on the basis of your explicit consent. Where we process this data to verify information provided, or to compile information about you from publicly available sources, we do so on the basis of our legitimate interests. We have a legitimate interest in verifying information provided and assessing your suitability to participate in our production.
More detailed information about you which we consider is likely to be relevant in assessing whether you'll be a suitable contributor/candidate. It includes information about your work; your home and family	We review this information to assess whether we think you'll be a suitable contributor/ candidate. If you're selected to participate in the programme, we use this information when filming	To take pre-contractual steps at your request (i.e., when you ask us to consider your application)and, if you're ultimately selected to participate in the programme, to perform that contract with you.

Information we use	How and why we use it	What's our lawful basis
life; your interests and personality; other information relevant to the programme you've applied for; as well as names, contact details and email addresses of members of your family, your friends and your employer.	background pieces about you which might be shown in the programme. We use information you give us about your family, friends and your employer to contact them to verify information you have given us and to film background story pieces with them that might be shown as part of the programme.	Where we process this data to contact members of your family, your friends, and your employer, we do so on the basis of our legitimate interests.
Health or medical information you disclose or supply to us and/or our medical advisers and the results of any tests we conduct e.g. temperature tests/antibody tests.	If you're shortlisted, we may give you a medical screening questionnaire which will ask about any health or medical conditions which might affect your ability to participate. We'll ask you to send the completed medical questionnaire either to us to pass on to our insurance company and/or a medical professional, which may include our company doctor and/or your doctor (in which case we will destroy this information prior to or at the end of the production period of the programme), or directly to our insurance company and/or a medical professional, which may include our company doctor and/or your doctor (in which case we will not see any of this information). The medical professional and/or insurance company may invite you to provide them with further information about your health or medical conditions. The medical professional will compile a report. The medical professional doesn't share the report with us. He/she only tells us whether or not he/she thinks you're fit enough to participate, and what (if any) reasonable adjustments we'd need to make. The insurance company will confirm whether or not you have full cover under our	We only use this information if you've given us your explicit consent. Please also see the note on the Special Purposes exemption below in relation to personal data processed on the basis of your explicit consent.

Information we use	How and why we use it	What's our lawful basis
	insurance and will highlight any health issues that you might have (if any) that are excluded from the policy. You don't have to give the medical professional or our insurance company the information they ask for, but if you don't, your application might fail.	
Your vaccination status.	We may ask for details of your vaccination status and use this information: (i) where applicable, to assess any testing and isolation/quarantine requirements in the event you are required to travel for the purposes of filming; (ii) to apply for any work or travel visas on your behalf where individuals are required to be vaccinated against illnesses or diseases in order to be able to secure such visas; (iii) to comply with health and safety obligations (including in relation to any self-isolation or quarantine requirements); and (iv) to comply with any duties to make reasonable adjustments.	We only use this information if you've given us your explicit consent. Please also see the note on the Special Purposes exemption below in relation to personal data processed on the basis of your explicit consent.

Information we use	How and why we use it	What's our lawful basis
Criminal offence data (excluding spent convictions)	If you're shortlisted, we may ask you to complete a personal disclosure form declaring any criminal offences, unspent convictions or pending court cases. We'll also ask you to provide the necessary information to enable a criminal record check to be conducted with law enforcement and government agencies to verify the information you've supplied. We review this information to assess whether we think you'll be a suitable contributor/candidate and to decide whether to invite you to the next stage of the application/casting/selection process mindful of our need to safeguard the well-being and interests of our, employees, freelancers, audience members, contributors/contestants/ candidates, and partners, and to protect our commercial and reputational interests and those of the broadcaster of the programme. You don't have to give us this information, but if you don't, your application might fail. We'll share this information, along with your name and date of birth, with a third party agency to conduct the criminal record check.	We only use this information if you've given us your explicit consent. Please also see the note on the Special Purposes exemption below in relation to personal data processed on the basis of your explicit consent.

Information we use	How and why we use it	What's our lawful basis
Religious or philosophical beliefs	If you disclose information about your religious or philosophical beliefs on your application form or during the casting/selection process, we will record and review that information as part of our assessment of your application and, if you're selected to participate in the programme to enable us to make any reasonable adjustments. You don't have to volunteer any information about your religious or philosophical beliefs.	We will only use information about your religious or philosophical beliefs if you've given us your explicit consent. Please also see the note on the Special Purposes exemption below in relation to personal data processed on the basis of your explicit consent.
Ethnic or racial origin, information about your sexual orientation or sex life, or information about your trade union membership	If you disclose information about your ethnic or racial origin, information about your sexual orientation or sex life, or information about your trade union membership on your application form or during the casting/selection process, we will record and review that information as part of our assessment of your application. You don't have to volunteer any information about your ethnic origin, information about your sexual orientation or sex life, or information about your trade union membership.	We will only use information about your ethnic or racial origin, information about your sexual orientation or sex life or information about your trade union membership if you have given us your explicit consent. Please also see the note on the Special Purposes exemption below in relation to personal data processed on the basis of your explicit consent.
Proof of identity, such as a passport or driving licence	We check and make a copy of this information to verify you are who you say you are, and to verify your age.	We have a legitimate interest in verifying your identity.
Proof of your right to live and work in the UK	We check and make a copy of this information to verify you have a legal entitlement to live and work in the UK without restriction.	Compliance with a legal obligation.
Proof that you hold a valid passport	We check and make a copy of this information to verify you	We have a legitimate interest in verifying that you have the

Information we use	How and why we use it	What's our lawful basis
	are entitled to travel to a foreign country if required as part of the programme.	ability, and are entitled, to travel to a foreign country where this is required for the performance of our agreement with you.
Audio and/or visual recordings that we film or you provide to us during the audition or selection process of you and/or your family. It includes recordings of your performance, activities you undertake, meetings in which you participate and answers to questions we ask to or about you.	We review this information to assess whether we think you'll be a suitable contributor/ candidate. We don't broadcast these recordings as part of the programme.	We have a legitimate interest in assessing your suitability to contribute to our production. Where we process your Special Category Data for this purpose, one of the following grounds will also apply: (1) You have manifestly made the information public (for example by revealing information to our production crew), or (2) Your explicit consent. Please also see the note on the Special Purposes exemption below in relation to personal data processed on the basis of your explicit consent.
Transcripts of audio and/or visual recordings of you recorded by us or made available by you during the shortlisting, auditioning & selection process and used to make editorial decisions about the programme.	We may make and use transcriptions of audio recordings to assist in the review of recorded content during the selection process.	We have a legitimate interest in efficiently reviewing recorded audio content in order to inform selection decisions. Where we process your Special Category Data for this purpose, one of the following grounds will also apply: (1) You have manifestly made the information public (including where you do so when participating in our productions), or (2) Your explicit consent. Please also see the note on the Special Purposes exemption below in relation to personal data processed on the basis of your explicit consent.

Information we use	How and why we use it	What's our lawful basis
Names, contact details you have given us for your family/friends/referee/employer, and information about you that we receive from them.	To contact your family/friends/referee/employer to verify what you have told us about yourself; and to provide us with information about you and them for potential use in short video clips about you and your story/background which may be shown as part of the programme.	We have a legitimate interest in contacting individuals identified by you in order to seek contributions to our production.
Information about your prior contractual commitments including management and recording agreements.	To assess whether you're eligible to participate in the programme and enter into the prize agreements or post-production arrangements (if any). We'll pass this information on to our co-producers or other partners providing the prize agreements.	We have a legitimate interest in assessing whether you are eligible to participate in the programme.
Business plans, architect plans, project information and other information specific to the programme you have applied for	To assess your suitability as a contributor/candidate to the programme and, if you are selected to participate in the programme, to appear in the programme. We may share this information with our programme advisors or experts.	We have a legitimate interest in assessing whether you are suitable to participate in the programme.

Stage 3: Production/Post-Production

Information we use	How and why we use it	What's our lawful basis
Audio and/or visual recordings of you and your performances filmed/recorded during the production process and used to make the programme.	We use these recordings in order to make and exploit the programme.	To perform our contract with you.
Audio and/or visual recordings of you and your performances filmed/recorded during the production process and used to make the programme that include any of your "special category data".	We use these recordings in order to make and exploit the programme.	To perform our contract with you. Where we process your Special Category Data for this purpose, one of the following grounds will also apply: (1) You have manifestly made the information public (including where you do so when

Information we use	How and why we use it	What's our lawful basis
Special category data includes any information about you that reveals details about your racial or ethnic origin, political opinions, philosophical or religious beliefs, trade union membership, genetic data, biometric data, health, sex life or sexual orientation.		participating in our productions), or (2) Your explicit consent. Please also see the note on the Special Purposes exemption below in relation to personal data processed on the basis of your explicit consent. *Note on information disclosed during filming: You should assume that any information disclosed during filming, including any Special Category Data, is intended for broadcast to the general public.*
Transcripts of audio recordings of you recorded during the production process and used to make editorial decisions about the programme. *Note on audio recordings and transcripts: Please note that audio may be recorded (and later transcribed to assist the editorial process) at any time, including during any breaks in filming. Should you wish to have a private conversation, during breaks in filming, that you do not wish to be recorded, please notify the production crew who will provide you with instruction on how to do this.*	We use these transcripts to assist in the review of recorded content during the editorial process.	We have a legitimate interest in efficiently reviewing recorded audio content in order to inform editorial decisions. Where we process your Special Category Data for this purpose, one of the following grounds will also apply: (1) You have manifestly made the information public (including where you do so when participating in our productions), or (2) Your explicit consent. Please also see the note on the Special Purposes exemption below in relation to personal data processed on the basis of your explicit consent.

Information we use	How and why we use it	What's our lawful basis
Health or medical information supplied by you during the production process to the programme doctor/programme psychologist or the production team and including the results of any tests we conduct e.g. temperature tests/antibody tests.	To safeguard your welfare and the welfare of other participants in the programme as well as the welfare of our production personnel and to make sure you're fit enough to be a contributor/contestant/ candidate. It also enables us to make any reasonable adjustments and to effect insurance cover in relation to your participation in the programme. You don't have to give us permission to use this information but, if you don't, you might not be able to participate further in the programme. Any information disclosed to the production team will, with your permission, be passed on confidentially to the programme psychologist, insurance company and/or the programme doctor and our health and safety advisers. Any direct conversations you have with the programme doctor or psychologist are confidential. The programme doctor and/or programme psychologist will prepare a confidential welfare assessment report and make recommendations. This report will be shared with senior members of the production team only and, if necessary, key individuals at the broadcaster.	We only use this information if you've given us your explicit consent. Please also see the note on the Special Purposes exemption below in relation to personal data processed on the basis of your explicit consent.
In the case of children, your name, date of birth, address, and other contact details, letter from your doctor and letter from your headmaster	We use this information to apply to your local council for a child licence for you to enable you to perform in the programme.	To perform our contract with you and to meet our legal obligation to obtain a licence for televised child performances.

Information we use	How and why we use it	What's our lawful basis
Information (including special category data) about reputational issues including information about things that have happened in your, or your family's, past, or photographs that exist from your past or past social media posts (e.g. on Facebook, Twitter, Instagram)	We ask for information about your past to assess your suitability as a contestant and to protect and minimise the effect on (as far as we are able) your or your family's reputation in the event any issues from your past are made public by the press or a third party as a result of your appearance on the programme.	We have a legitimate interest in assessing your suitability as a contestant, in protecting your reputation (as far as we are able), and to protect our commercial and reputational interests and those of the broadcaster of the programme. We will only use your special category data if you have given us explicit consent. Please also see the note on the Special Purposes exemption below in relation to personal data processed on the basis of your explicit consent.
Information supplied by you to members of the production team, other contestants, judges, presenters or other people working on the programme during the development, production and/or exploitation of the programme.	This information is used in the development and production of the programme.	To perform our contract with you.
Information you've made public via social media as well as information supplied to us by your family members, friends and employers, and other information about you that is available online.	This information is used in the development and production of the programme.	We have a legitimate interest in reviewing and using information relevant to the development and production of the programme. Where we process your Special Category Data for this purpose, one of the following grounds will also apply: (1) You have manifestly made the information public, or (2) Your explicit consent. Please also see the note on the Special Purposes exemption below in relation to personal data processed on the basis of your explicit consent. In certain situations, we may rely on the Special Purposes exemption (see below) to process Special Category

Information we use	How and why we use it	What's our lawful basis
		Data contained in information obtained from third parties or that is otherwise publicly available.
Special category data (being information about your health, your racial or ethnic origin, political opinions, religious or philosophical beliefs, biometric data, genetic data, sexual orientation, sex life, or trade union memberships) and criminal offence data disclosed by you to members of the production team, other contestants, judges, presenters or other people working on the programme during the development, production and/or exploitation of the programme.	If you disclose special category data about yourself we will use this information, if applicable, in the development and production of the programme. Health and medical information, information about your religious or philosophical beliefs and criminal offence data will be used as specified elsewhere in this Notice. You don't have to volunteer any special category data.	To perform our contract with you and where applicable to enable us to make any reasonable adjustments. We will only use your special category data if you have given us your explicit consent. Please also see the note on the Special Purposes exemption below in relation to personal data processed on the basis of your explicit consent.
Information about your financial commitments and outgoings such as rent, bills and other contractual financial commitments. Your bank account details.	To assess whether you need financial support to meet regular fixed outgoings (e.g. rent, electricity/gas, and council tax) for which you are contractually committed to pay and that you wouldn't be able to meet as a result of your being a contributor/candidate in the programme. If we assess that you need financial support, we need your bank details in order to make any payments.	To perform our contract with you.
Name, contact details and email address.	We provide this information to external legal or other advisors (if applicable). They will contact you to advise you on prize agreements (if any), work opportunities that may come about from your participation in the programme or to advise you on press, publicity or other media relations issues. We share your contact details with these advisors because, as	We have a legitimate interest in ensuring the welfare of our participants.

Information we use	How and why we use it	What's our lawful basis
	a responsible producer, it's in our interests for you to obtain appropriate legal or other professional advice. We may share your contact details with our public relations advisors because, as a responsible producer, it's in our interests for you to obtain appropriate advice/support on press, publicity and other media relations issues.	
Email Address	We share your email address with the broadcaster so that they can invite you to provide information about your diversity characteristics (i.e. gender, gender identity, ethnicity, disability, age, sexual orientation and disability). We share this information because we consider that it's in ours, theirs and society's interests as a whole to ensure diversity in the television industry. You don't have to give the broadcaster any information when asked. If you do, we won't see that information. Please remember to check the broadcaster's privacy notice carefully before providing them with any diversity information, as we're not responsible for how they use it.	We have a legitimate interest in ensuring diversity in the television industry.
Your bank account details.	If you are the winner of the programme and there is a cash prize, we use this information to pay you prize monies. If we don't have your bank details, we can't pay you the prize monies.	To perform our contract with you.

Stage 4: Exploitation & Licensing of the Programme

Information we use	How and why we use it	What is our lawful basis
Name, contact details and email address.	We may share your contact details with the broadcaster or our commercial partners or licensees so that they can contact you in relation to press launches, photo calls, interviews and other activity relating to the exploitation of the programme.	To perform our contract with you.
Information about you as embodied in the programme and publicity trails and other content related to the programme including material for exploitation on YouTube, Facebook, Instagram or other social media sites.	To broadcast, distribute, publicise and otherwise exploit the programme (or parts of it) anywhere in the world, for the duration of your lifetime (if not longer), and by any means, including on television, online, in DVDs, video, books and magazines. We'll share this information with the broadcaster and other licensees of the programme including social media platforms and on websites and social media channels operated by our commercial partners.	To perform our contract with you. Where we process your Special Category Data for this purpose, one of the following grounds will also apply: (1) You have manifestly made the information public (including where you do so when participating in our productions), or (2) Your explicit consent. Please also see the note on the Special Purposes exemption below in relation to personal data processed on the basis of your explicit consent. *You should assume that any information disclosed during filming, including any Special Category Data, is intended for broadcast to the general public.*
Name and contact details.	To keep for reference purposes on our rights database. We'll share this information with the broadcaster for inclusion on its own rights databases.	To perform our contract with you.

Direct marketing

Information we use	How we use it	Why we use it
Name and email address and other information provided by you in your application form such as information about your work, your home and family life, your interests and personality, any previous TV appearances.	To contact you by email about a new series of a programme you've previously applied for, or about other Boldprint Studios programmes we think you might be interested in applying for. To send you and keep you updated with information by email about the programme you have applied for, including any programme-related events, tours, products including record releases and casting. If we can't contact you, we won't be able to let you know about new series or programmes you might want to apply to participate in, or programme-related events, tours or products.	We'll only contact you if you've provided your consent for us to do so.

4. Who we share your information with

We share personal information about participants with certain other companies in relation to our programmes.

Companies we'll share your information with include those within the Fremantle Group, any co-producer(s) on the programme, our legal and other advisors and the programme's broadcaster (eg. Netflix, Amazon, Apple Inc, BBC, C4, ITV and C5 and each broadcaster's subsidiaries. Your information (including your special category data, if relevant) may also be shared with our insurers, the programme's insurers, our health and safety advisers, regulatory authorities including OFCOM, your local council (in the event we need to obtain a child licence to enable you to perform on the programme) and as required by law. To help us verify information you have provided, we may also share your information with global news database services, law enforcement and government agencies, and medical professionals including our company doctor and/or your doctor.

We also have a number of trusted suppliers who work on our behalf. They have to process your information in line with our instructions. Examples of such suppliers are eTribez Casting Ltd and Short Audition both of whom provide us with casting and contributor/candidate database management services.

Either way, whenever we share your information, we'll make sure that the company we share it with keeps your information as securely as we do.

5. International transfers

Sometimes the companies and suppliers we need to share personal information with are located outside the United Kingdom. In certain cases, your personal data may be passed on to the broadcaster in its capacity as distributor and such data may be transferred to the relevant broadcaster's servers located within and outside Europe including the US.

Where we do this, we will put in place appropriate contracts to ensure that any transfer of your personal data is lawful and that your information is appropriately protected and/or we'll make sure your personal information receives the same protection as if it were being processed inside the United Kingdom. If you'd like more information about this, please let us know by contacting our privacy officer.

Please also note that any programme in which you might appear is likely to be distributed internationally.

6. How long we keep your information

We don't keep your personal information for longer than is necessary, bearing in mind the purpose for which we collected that information, and any applicable legal or regulatory requirements.

In most cases, if your application is unsuccessful, we'll delete your personal information within 6 months of your application being discontinued. If your application is unsuccessful but you have asked us to keep you informed about new programmes, we'll keep your application form on file for a further 3 years – although you can let us know you've changed your mind at any time.

If your application is successful, we'll delete your personal information within 7 years from the end of production of the programme, except for (i) details of any business plans, your bank details and any information we have collected from you in order to apply for a child performance licence which we will delete 6 months from the end of production of the programme, (ii) copies of your passport which we will delete 2 years from the end of production of the programme and (iii) any contractual documentation with you (such as the contributor/candidate agreement) which we'll keep for the duration of copyright in the programme in order to distribute and exploit it.

7. How to access your information and other rights

You have a number of rights in relation to the information we hold about you.

- **Your right of access**

  If you ask us, we'll confirm whether we're processing your personal information and, subject to any applicable exemptions, provide you with a copy of that personal information (along with certain other details) within the timescales or extended timescales provided for by the law for complex requests, or where applicable, provide you with an explanation as to why we will not be complying with your request. If you require additional copies, we may need to charge a reasonable fee.

- **Your right to rectification**

  If the personal information we hold about you is inaccurate or incomplete, you're entitled to have it rectified. If you are entitled to rectification and we've shared your personal information with others, we'll let them know about the rectification where possible and where this would not involve disproportionate effort. If you ask us, where possible and lawful to do so, we'll also tell you who we've shared your personal information with so that you can contact them directly.

- **Your right to erasure**

  You can ask us to delete or remove your personal information in some circumstances such as where we no longer need it or if you withdraw your consent (where applicable because that was the only legal basis on which we were processing your personal information). If you are entitled to erasure and we've shared your personal information with others, we'll take reasonable steps to inform those others where possible and where this would not involve disproportionate effort. If you ask us, where it is possible and lawful for us to do so, we'll also tell you who we've shared your personal information with so that you can contact them directly.

- **Your right to restrict processing**

  You can ask us to 'block' or suppress the processing of your personal information in certain circumstances such as where you contest the accuracy of that personal information or you object to our processing of your personal information. If you are entitled to such restriction, and we've shared your personal information with others, we'll let them know about the restriction where it is possible for us to do so. If you ask us, where it is possible and lawful for us to do so, we'll also tell you who we've shared your personal information with so that you can contact them directly.

- **Your right to data portability**

You have the right, in certain circumstances, to obtain personal information you've provided us with (in a structured, commonly used and machine-readable format) and to reuse it elsewhere or to ask us to transfer this to a third party of your choice.

- **Your right to object**

  You can ask us to stop processing your personal information, and we will do so if we are:

  - relying on our own or someone else's legitimate interests to process your personal information, except if we can demonstrate compelling legal grounds for the processing; or
  - processing your personal information for direct marketing.

- **Your rights in relation to automated decision-making and profiling**

  You have the right not to be subject to a decision when it's based on automatic processing, including profiling, if it produces a legal or similarly significant effect for you, unless such profiling is necessary for entering into, or the performance of, a contract between you and us.

- **Your right to withdraw consent**

  If we rely on your consent (or explicit consent) as our legal basis for processing your personal information, you have the right to withdraw that consent at any time. Once we have received notification that you have withdrawn your consent, we will no longer process your information for the purpose or purposes you originally agreed to, unless we have another legitimate legal basis for doing so or we rely on the Special Purposes exemption to continue to process your information (see below).

- **Your right to lodge a complaint with the supervisory authority**

  If you have a concern about any aspect of our information management practices, including the way we've handled your personal information, you can report it to the Information Commissioner's Office (ICO) in the UK. You can find details about how to do this on the ICO website at https://ico.org.uk/concerns/ or by calling their office on 0303 123 1113.

If you want to exercise any of these rights, please contact us (our contact details are at the top of this notice). Please note that if your request is about your contribution to a production, we (or relevant third parties) may rely on the Special Purposes exemption to data protection rules in relation to journalistic freedom, the right to artistic expression or, more generally, the right to freedom of expression as set out below.

8. **Special Purposes**

We are required under applicable data protection legislation (in particular the UK General Data Protection Regulation ("GDPR") and the Data Protection Act 2018 ("DPA")) to use your personal data as set out in this Notice and in accordance with your rights under applicable data protection laws (as set out above).

However, Article 85 of the GDPR and Schedule 2 Part 5 of the DPA contains an exemption which allows us and relevant third-party partners (such as the commissioning party for a production you have contributed to) not to apply aspects of this policy and your rights where they are incompatible with the artistic purposes of the production and there is a public interest in its broadcast. This exemption is known as the "Special Purposes" exemption. As such, you should be aware that aspects of this policy and your rights under data protection law may not apply where they are incompatible with the Special Purposes exemption.

For example, where we process your personal data on the basis of your consent or explicit consent (e.g., health or criminal convictions information provided during the application, casting or filming process) and you subsequently seek to exercise your right to withdraw that consent, we may rely on the Special Purposes exemption to continue to process this information where stopping the processing and deleting your data is incompatible with the artistic or journalistic purpose of the programme, and there is a public interest in its broadcast.