Privacy Policy

At **Balance Dance School**, we are committed to protecting your privacy and ensuring the security of your personal information, in accordance with the *Privacy Act 1988* (Cth) and the Australian Privacy Principles (APPs). Because we collect health and medical information to ensure student safety, we hold ourselves to the highest standards of the APPs.

This Privacy Policy explains how we collect, use, disclose, and safeguard your information when you visit our website, enrol in our classes, or interact with us in any other way.

1. Information We Collect

We may collect personal information from you in a variety of ways, including when you:

- Enrol in classes or programs
- Contact us via email, phone, or through our website
- Participate in performances or events

The types of personal information we collect may include:

- Full name
- Student's full name and date of birth
- Contact information (address, phone number, email)
- Emergency contact details
- Health or medical information relevant to your child's participation in dance classes
- Payment and billing details
- Photos or videos (with explicit, separate consent) for promotional purposes

2. How We Use Your Information

We use your personal information to:

- Process class enrolments and payments
- Communicate important class and event information
- Ensure the health, safety, and welfare of students during classes
- Maintain accurate records for administration
- Send newsletters and school updates
- Share event-related photos or videos (where voluntary consent has been granted)

3. Sharing and Disclosure of Your Information

We do not sell, trade, or rent your personal information to third parties. We will only share your information:

- With service providers assisting in our business operations (e.g., payment processors, class scheduling, or registration software).
- When required by law, or to protect our legal rights, property, or safety.

- With your express, written consent for promotional purposes (e.g., social media posts).

Overseas Data Disclosure: Some of our third-party service providers (such as cloud storage or email marketing platforms) may store or process data on servers located outside of Australia. Where this occurs, we take reasonable steps to ensure your data remains secure and protected in alignment with the APPs.

4. Storage and Security of Information

We store your personal information securely, using a combination of physical records and secure digital databases. We take all reasonable steps to protect your personal information from misuse, interference, loss, unauthorised access, modification, or disclosure.

5. Accessing and Correcting Your Information

You have the right to access the personal information we hold about you and request corrections at any time. To do so, please contact us at:

- **Email:** info@balancedanceschool.com.au
- **Phone:** 0415 729 030
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6. Photography and Video Consent

We love celebrating our students' achievements. However, providing consent for photographs and videos to be taken for promotional, social media, or archival purposes is completely voluntary and separate from your enrolment. You are not required to provide media consent to enrol in our classes, and you may grant, deny, or withdraw this consent at any time by notifying us in writing.

7. Updates to This Privacy Policy

We may update this Privacy Policy from time to time to reflect changes in our practices or legal obligations. Any updates will be posted directly on our website, and your continued use of our services constitutes acceptance of those changes.

8. Contact Us

If you have any questions, concerns, or complaints about this Privacy Policy or how we handle your personal information, please contact us at:

Balance Dance School

- **Email:** info@balancedanceschool.com.au
- **Phone:** 0415 729 030
- **Last Updated:** November 2026