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Red Sky Productions' Privacy Notice for Potential Contributors

This notice explains what personal information we will collect, how and why we use it, and what happens to it.

Please ensure you read this notice which may be updated from time to time.

Who this notice applies to

Any potential contributors to any productions being developed and/or produced and/or exploited by Red Sky, either alone or in conjunction with other partners (the 'Business Activities')

What kind of information we hold

Personal information may include contact details such as name, title, telephone number, email and postal address and such other sensitive information that we are required to collect in respect of the Business Activities. The information is never sold or passed to third parties for marketing or other commercial purposes. The table below sets out more details about the type of information we may hold and for what reasons.

The legal basis on which we retain and process your data

We may use your information where (i) you have given us direct permission to do so or (ii) we are fulfilling the terms of an agreement with you or (iii) where the law requires us to do so or (iv) it is necessary in our legitimate interests or (v) there is substantial public and commercial interest.

Where the information is held

Information may be held securely at our offices and with service providers, such as members of the production team on location, in electronic form or hard copy. Red Sky may have to share your personal information on a limited basis with certain third parties such as professional advisers and production partners. Also, it may be necessary to transfer such information to any of our business contacts outside the European Economic Area in order to further our business interests even where the country or territory in question does not maintain these data protection standards.

How long we keep your information

We are obliged by regulators and the law to keep securely information relating to the people who feature in our productions. The productions may be repeated over time and so that information will be secured accordingly. For those who do not feature in the broadcast programmes, personal information will be kept for no longer than is reasonable.

Your rights to correct, access and ask that we erase your information

Please contact Red Sky's data controller, Ross Harper email ross.harper@redskyproductions.co.uk if (in accordance with your legal entitlement) you would like to correct or access information we hold relating to you. We can also provide information about your right to be forgotten.

Keeping your information secure

We limit access to your information to those who have a genuine need to know it. Those people are authorised to process your information and are subject to a duty of confidentiality. We have appropriate security measures in place to prevent any information being lost or accessed in an unauthorised manner. We have procedures in place to deal with any suspected data breach, and we will notify you and the authorities of a suspected data breach according to the law.

How to complain

If you have any queries about the use of your personal information, please contact Red Sky's data controller Ross Harper ross.harper@redskyproductions.co.uk

If we are not able to address your query, you can contact the Information Commissioner at <https://ico.org.uk/concerns> or telephone 0303 123 1113 for further information about your rights and how to make a formal complaint.

About the information we collect and hold and why

The information we collect	How we collect the information	Why we collect the information and how it is used
Your name, nationality, contact details, photograph, DoB	From you	To ensure accuracy in our programme content To cast the programme To enable us to process your application or to keep you informed about the production
Details about you relevant to the programme	From you	To establish suitability for inclusion To carry out a fair casting process To make an informed decision about casting
Ethnicity	From you	To adhere to legal responsibility to monitor on-screen diversity For monitoring purposes only
Physical and/or mental health issues	From you	To ensure our duty of care to you To make an informed decision about casting
Information regarding criminal records (required by law or in order to enter into contract)	From you, Disclosure Scotland or the Disclosure and Barring Service	To verify information To carry out statutory checks To make an informed decision and ensure contributors are appropriate for the programme