

# Arkansas Choral Directors Association Privacy Policy

**Effective Date:** April 9, 2024

The Arkansas Choral Directors Association (ArkCDA) respects the privacy of its members and the students they represent. This Privacy Policy outlines how we collect, use, disclose, and protect student information.

## Information We Collect

We may collect limited student information from our members (choral directors) for school purposes only. This information may include student names, grade levels, and voice parts.

## Use of Information

Student data will be used solely for school purposes associated with ArkCDA programs and events. This may include:

- Registration and participation in school-sanctioned events

**We will not use student data for any commercial purposes.**

## Data Retention

ArkCDA retains data on region and state choral auditions and honor ensemble participation for internal uses only as necessary to fulfill the purposes for which it was collected. Parents or guardians may also request the deletion of their child's data at any time. (See "Parental Rights" below)

## Data Security

Student data is protected with industry-accepted standards for data security. Access to this data is restricted to authorized ArkCDA members. Non-members will not have access to any student data.

## Parental Rights

- **Access:** Parents or guardians have the right to access the personal information we hold about their child.
- **Correction:** Parents or guardians have the right to request the correction of inaccurate or incomplete student information.
- **Deletion:** Parents or guardians may request the deletion of their child's student data at any time.

To exercise any of these rights, please contact us at [arkcda@gmail.com](mailto:arkcda@gmail.com).

## Changes to this Privacy Policy

We may update this Privacy Policy from time to time. We will post any changes on our website.

## Contact Us

If you have any questions about this Privacy Policy, please contact us at [arkcda@gmail.com](mailto:arkcda@gmail.com).