

# Longwave Studios Privacy Policy

## Who we are

Longwave Studios Limited ('Longwave', 'we', 'us', 'our') is an independent television production company based in London. Longwave's main office is at Collective Auction Rooms, 5-7 Buck Street, Camden NW1 8NJ.

Longwave is committed to protecting the privacy of others and complying with all applicable data protection laws and regulations, including the Data Protection Act 2018. This Privacy Policy sets out how Blast collects and uses information about individuals, including those who are involved in the programmes that we make (such as programme contributors and crew members).

Please contact Longwave's data protection manager if you have any questions or concerns: email Danny Tipping via [info@longwave.tv](mailto:info@longwave.tv) or write to Data Protection Manager, Longwave Studios Ltd., Collective Auction Rooms, 5-7 Buck Street, Camden NW1 8NJ.

## Why we process personal information

We collect and process personal information for a number of reasons including:

- Operating and managing our business effectively and lawfully;
- As part of and in connection with our programme-making and other activities;
- Responding to queries from members of the public.

## Personal information we collect

**Contacting us:** you may provide your personal information when you contact us by phone, e-mail, or where you contact us online. This may be in connection with you participating to one of our productions, or for some other reason (such as making enquiries with regard to job vacancies).

**Contributing to programmes:** if you are applying to take part in one of our programmes it will be necessary for us to collect certain basic information about you including your full name, date of birth, gender, email address, postal address, and other contact details. We may also need to carry out identity checks and background checks. This will be to assess your suitability for taking part and in order to contact you.

In some cases, it may be necessary for us to collect other personal information, including sensitive personal information or so called "special category data", e.g. about your background (race or religion or sexual orientation), health or past convictions. We may also ask you to provide information about yourself for equality monitoring purposes. It may be necessary for us to collect financial information about you, in order that we can process payments to you, if payments are applicable. Where special category data is provided, we may use this data for the purposes referred to above provided that one of the legal grounds for processing set out below is met and you have given your explicit consent to us, or where such processing is for a journalistic purpose and the conditions under data protection laws are met.

**Recruitment:** you may provide us with your personal information when you contact us in connection with an application for a job e.g. your name, contact information and other relevant information such as you're your background, qualifications and experience. We may need to carry out identity checks and background checks on you and receive information about you from others in order to assess your suitability for the role you are applying for. In some cases, it may be necessary for us to collect other information about you, including sensitive personal information. Where that is the case, we will provide you with further information about the information we need, why we need it, the lawful bases upon which we process that information, and your rights.

## **Sharing your information**

Your information shall be processed by Longwave's employees and staff. We may also need to share your information with third parties who are contractually engaged to provide services to Longwave e.g. IT services, legal and accountancy services, health and safety advisors and other service providers and suppliers. In addition, we may need to share your information with other organisations from time to time including with:

- companies involved with our business activities e.g. broadcasters, post-production houses, sales agents, distributors;
- broadcasting regulators e.g. Ofcom;
- the police or other regulatory bodies as required by law in connection with the investigation of crimes
- other governmental agencies or organisations where legally required to do so
- group companies of Longwave
- professional advisors of Longwave

Wherever your information is shared by Blast! with a third-party organisation, we will routinely have contractual guarantees in place that your information is to be processed in line with all relevant data protection laws and regulations.

Should a third party acquire all or a substantial portion of our business we may include your Information then in our possession as part of the transferred business assets in such sale/ transfer and share the same with our advisors and any prospective purchasers and their advisors.

## **The bases for collecting and processing your information.**

There are a number of lawful bases upon which we may collect and process your personal information including the following.

- If you have entered into a contract with us, we may need to use your information to fulfil the contract and our obligations to you.
- We may be under a legal obligation to process your personal information.
- We may process your personal information with your consent. Where that is the case, we will tell you and seek your explicit consent before processing your information.
- It may be necessary for us to process your personal information for our own legitimate interests. Note that we will only do so where our legitimate interests do not override your own legitimate rights and interests. Our "legitimate interests" would include:
  - fulfilling contractual obligations to the broadcaster or other third-party distributor or financier
  - meeting our duty of care to safeguard the welfare of our employees or programme contributors.
  - activities relating to programme development, production or exploitation;
  - activities relating to our business operations, for example publicity, research, promotional and advertising of programming or business;
  - responding and investigating any complaints you or third parties may have;
  - managing legal claims;
  - protecting our networks and your information

## **How we keep your personal information**

We implement measures to ensure that your data is kept safe and secure e.g. by storing it securely,

and by keeping electronic data on secure servers and hard drives with appropriate levels of security. Notwithstanding such measures, the Internet is an open system and we cannot guarantee that unauthorised third parties will never be able to defeat those measures or use your information for improper purposes.

Although based in the UK, our business is global which means that we may need to transfer your personal information to organisations outside the European Economic Area (**EEA**). Where that is the case, we will ensure that adequate safeguards are taken to ensure the safety and security of your personal information consistent with legal requirements for the type of personal information and that it is processed in accordance with this Privacy Policy.

We will only keep personal information for as long as we need to. For those participating in our programmes, we are likely to retain your personal information for as long as is necessary for us to exploit the programme in accordance with our legitimate interests and legal obligations. Personal information that is no longer required will be destroyed.

### **Your rights**

You have a number of rights in respect of your personal information, including the right to request:

- access to the personal information that we hold about you;
- that we do not process your personal data for direct marketing purposes;
- that inaccurate information we hold about you is corrected;
- that information is deleted;
- that your information is provided to you in a portable format.

Note that most of these rights are not absolute and are limited to certain defined circumstances. Accordingly, we may not be able to comply with any such request.

If the basis of our processing of your personal data is 'consent' you have the right to withdraw your consent at any time.

### **Getting in touch**

If you have any questions or concerns regarding your personal data, please contact Longwave's Data Protection Manager via the details [above](#).

Note that you may contact the Information Commissioner's Office if you have concerns about the way in which your personal data has been processed by Longwave Studios.

Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

<https://ico.org.uk/make-a-complaint/>

### **Changes to this privacy notice**

This policy was updated in September 2025. We may update or amend it from time to time.

This Privacy Policy will be exclusively governed by and construed in accordance with the laws of England and will be subject to the exclusive jurisdiction of the English courts.

**Longwave Studios**  
**September 2025**