

Privacy Notice - How we use your information

'The Home Makeover Show' (working title) is produced by BBC Studios for broadcast, use and exploitation by (the Commissioner). We are responsible for handling personal data you provide in accordance with data protection law. We will use your personal data as necessary to assess your suitability as a contributor to/contestant in this programme and to produce, distribute and promote the programme.

We have a legitimate interest in using your personal data for journalistic, artistic and literary purposes. We may also process personal data for the performance of your contract with us (for example to pay you) and/or for fulfilling our legal obligations (for example, HMRC reporting or safeguarding).

We may need to collect sensitive information about you if relevant in the context of the programme or where we have a lawful reason to do so. For example, details of medical conditions to identify health and safety risks or to assess your fitness to participate, or information about whether you have any unspent convictions to assess your suitability as a contributor or for safeguarding purposes. Such personal data will generally be restricted to relevant members of the programme's production team and crew, as well as the programme's third party experts (where relevant).

Background checks

If and only if you are shortlisted we will conduct a background check through Google key word searches and searches of publicly available social media channels; specifically: Facebook, Instagram, Twitter, TikTok & LinkedIn. We carry out these searches to screen for adverse information about you which affect your suitability to be part of the programme, or which may have negative impact on the reputation of BBC Studios. This would include, for example, information indicating racist, homophobic, misogynistic, or otherwise discriminatory opinions or beliefs, or serious criminal activity. **If search results reveal adverse information, this may prevent you from taking part in the programme.**

We need your consent to carry out Google key word searches and You will be asked to sign a consent form. **You can withdraw your consent to Google Key Word Searches at any time by contacting: homemakeover@bbc.co.uk If you do not consent to BBC Studios carrying out background checks using Google key word searches, or withdraw your consent before we have carried out the searches, you will not be able to take part in the programme.**

We carry out searches of publicly available social media profiles in accordance with our legitimate interests as a production company to determine your suitability to take part in the programme and to protect our reputation. **We will begin carrying out searches of publicly available social media profiles from 23/08/2021. All information obtained through google and social media background searches will be deleted six months after the programme has been broadcast.** Such personal data will generally be restricted to relevant members of the programme's production team and crew, as well as the programme's third party experts (where relevant).

Retaining your data

If you are selected to be part of the programme, we will retain as your application form, contact details, and any relevant information collected in connection with fitness to participate (including relevant medical information), for up to 7 years in line with our retention schedule. Unless you advise us otherwise, we may also store your details so we can contact you about contributing to future series or other BBC Studios programmes.

Unsuccessful applications will be kept until after broadcast of the programme or series up to a maximum of 12 months. We may retain your contact details if you have indicated you wish for us to contact you about contributing to future series or other BBC Studios programmes.

Who will we share data with

We may share your application with the channel (the Commissioner) as part of the selection process. Once we pass your personal data to the channel, they will become a separate data controller of the personal data

provided to them and be responsible for processing and storing it in accordance with data protection law and its privacy policy.

Your Rights

For more information about how BBC Studios uses your personal data and to find out about your rights, visit: www.bbc.co.uk/contributors/privacy-notice.

If you wish to withdraw once you have submitted, please contact homemakeover@bbc.co.uk

Terms and Conditions

The series is being produced by BBC Studios for broadcast. The information given by individuals submitting an application form ("**Applicant(s)**") may be used in the series, should they be selected.

Applicants agree to abide by the rules, regulations, terms and conditions (the "**Rules**") of the series which may be varied from time to time by BBC Studios/ the Channel at its sole discretion. Any decision made by BBC Studios/the Channel is final. The selection period is expected to run from August 2021 and will work in the following way:

Applications and Eligibility

1. All applications shall be considered equally
2. Each Applicant warrants that all information supplied by them will be, to the best of their knowledge, truthful, accurate and in no way misleading and agree that BBC Studios may at its sole discretion remove them from the selection process at any time and at any stage if they supply or have supplied any untruthful, inaccurate or misleading details and/or information and/or is otherwise in breach of any of the Rules. Shortlisted Applicants agree that BBC Studios may conduct background checks to confirm information supplied on their application form.
3. Applications are made at an Applicant's own expense and BBC Studios shall not be liable to reimburse any expenses incurred in making an entry.
4. Each Applicant will be required to supply in advance to BBC Studios a valid form of photo identification as part of the selection process.
5. The following persons are not eligible to apply:
 - Employees, officers, directors and/or agents of BBC Studios or its commercial subsidiaries.
 - You must advise production of any member of your immediate family (including any live-in partner, siblings, parents) is any person described above. Also, if any member of your immediate family starts employment with BBC Studios or its commercial subsidiaries, during the duration of the production period, the production team must be notified.
6. Applications must not contain defamatory or obscene material and/or anything which is likely to bring BBC Studios/the Channel into disrepute.
7. No applications will be returned to the Applicants nor will any materials submitted in support of any application e.g. photographs and/or DVDs. Each Applicant is advised to make copies if appropriate.
8. All information supplied to BBC Studios (including your personal data) will be dealt with in accordance with data protection law solely for the purposes of production and exploitation of the series. BBC Studios will not supply your personal information to third parties other than as is reasonably necessary to produce or exploit the series.

9. BBC Studios shall not be obliged to make use of any Applicant's entry and shall not be liable for any loss of publicity or enhancement of reputation.
10. The closing date for applications is **17th October 2021** at midnight although BBC Studios may change this deadline at its sole discretion.
11. Applicants will be selected at the sole discretion of BBC Studios/the Channel. BBC Studios will only contact shortlisted Applicants.
12. Short listed Applicants may be required to complete medical forms to ensure their fitness to participate in the series and undertake a medical and other checks as decided by the producers which are designed to ascertain suitability to take part and to ensure we exercise due duty of care.
13. Each Applicant must be willing to undertake background checks (including criminal records checks) and disclose details of any criminal convictions and/or unspent convictions and upcoming proceedings other than driving offences which have not resulted in a ban or a more serious sentence. Any disclosure is not in itself preclusion to eligibility for appearing in the contest but BBC Studios has the right to decide in its sole discretion whether this could affect suitability to take part.
14. Applicants warrant that they are UK residents, currently residing in the UK and have the right to live and work in the UK for the period specified and are free to take part in any selection process and the series itself (if required by BBC Studios). Applicants agree to notify the Production of any changes in residence during this period.
15. BBC Studios reserves the right to decline any application and/or any Applicant and/or Participant (as defined below) at any time at its sole discretion and will have no liability for any consequential loss.
16. BBC Studios reserves the right to alter the terms and conditions, Rules, format of the series and/or to cancel the series at any time at its sole discretion and will have no liability for any consequential loss.
17. All Applicants acknowledge that we are in a period of extensive uncertainty caused by the Coronavirus pandemic that in turn has resulted in extensive disruption to television production generally. Applicants also acknowledge that it is unfortunately not possible for BBC Studios to be able to guarantee any intended production schedule nor can it guarantee all or any part of the contribution.
18. The production will operate under strict Covid protocols relating to the casting process as well as the shooting period, all successful Applicants will have to agree to abide by these protocols in order to continue the selection process/ take part in filming. Protocols may include, a quarantine period, health testing, etc. We will require all auditionees & final selected cast members to agree to and abide by these rules, failure to do so will result in being removed from the process. These protocols will be issued at an appropriate time during the Production period and may change in line with government guidelines.

Production

19. BBC Studios shall select Applicants to take part in the series (the "**Participant(s)**").
20. The Participants will consent to being filmed and recorded by BBC Studios where required for the series and consent to reasonable filming at the Participant's work place and home if deemed necessary by BBC Studios. This will include all production filming where required as well as promotion and publicity of the series. The Participants will be expected to sign a standard BBC Studios contributor contract upon selection to be a Participant.

21. The entire production period is currently intended to be up to and including December 2021 and Participants will be kept updated by BBC Studios of the dates and times they are required. This could extend at the discretion of the production team due to any production delays.
22. Participants need to ensure that they will be available for the filming period advised to them by BBC Studios. If Participants are working, obtaining permission to be away from work for that period it is entirely the Participant's responsibility, as is any clearance of their involvement with relevant bodies for those Participants in receipt of benefits (for example the local employment office).
23. Participants will throughout the filming period hold a valid passport and fully cooperate with BBC Studios in obtaining any work permits and visas etc. that are necessary.
24. All reasonable expenses will be paid for by BBC Studios in accordance with BBC Studios expenses policy only if agreed beforehand by the Producer in writing.
25. BBC Studios is under no obligation to make or broadcast the series or use the Participant's contribution in the series.
26. Applicants and Participants must not bring BBC Studios/the Channel into disrepute with their actions. BBC Studios reserve the right to remove any Applicant on this basis.

Publicity

27. The channel's press office will control all press and publicity relating to the series and each Applicant and/or Participant warrants and agrees that they shall not undertake any press, publicity or other discussions with any third party in connection with the application to be a contestant in or appear in the series. Any enquiries from the press regarding the Participant's and/or Applicant's contribution must be referred to the channel's press office.
28. The channel and / or BBC Studios reserves the right to seek and issue publicity on behalf of Applicants and/or Participants.

Confidentiality

30. The Applicants and/or Participants must not disclose any information concerning the series, including The Production Team, and other cast members/ auditionees, or their participation, to any other person or company, whether by means of discussion, letter, press photograph, television interviews, publication, social networking (including but not limited to; Facebook, Twitter, Vine and LinkedIn), or by any other means now known or hereafter invented without the prior written consent of BBC Studios/the channel.