# **Privacy Policy**

#### Aim

This privacy policy is for this website and governs the privacy of its users who choose to use it. It explains how we comply with the Data Protection Regulations and GDPR (General Data Protection Regulation). This policy will explain areas of the website that may affect your privacy and personal details how we process, collect, manage and store those details and how your rights under the GDPR are adhered to. Additionally, it will explain the use of cookies or software, advertising or commercial sponsorship from third parties and the download of any documents, files or software made available to you (if any) on this website. Please contact us by email (see end) if you have any questions.

# Use of Personal Details

Information is only collected for the purposes of the business and any information is stored securely and kept for a reasonable amount of time. If you wish to have any of the data we store on you deleted or to view the data relating to you please make requests to **junioractivityclub@gmail.com**. We aim to meet these requests within one month of receipt and reserve the right to refuse or charge for requests that are manifestly unfounded or excessive.

## Third Parties

JAC (Junior Activity Club) does not use or sell your information to any third parties without your knowledge or permission.

In an emergency your child's medical details may be shared with medical professionals. Any accident forms are documented and kept as a physical document, securely at the Venue for 3 years or longer if it is a serious accident.

It is our duty of care to inform appropriate agencies and educational settings if there is any cause for concern regarding your child's welfare and safety, in most circumstances we will inform you of this first. This information is documented as a physical document, securely at the Venue and Securely Online for 6 years.

### Downloads

Any downloadable documents, files or media made available on this website are provided to the users at their own risk. While all precautions have been made to ensure only genuine downloads are available, users are advised to verify their authenticity using third party antivirus software or similar applications. We accept no responsibility for third party downloads and downloads provided by external third party websites and advise users to verify their authenticity using third party antivirus software or similar applications.

# Cookies

This website uses cookies to improve the users experience while visiting the website. As required by legislation, where applicable this website uses a cookie control system, allowing the user to give explicit permission or to deny the use of/saving of cookies on their computer/device.

Cookies are small files saved to a website users computer or device that track, save and store information about the user's interactions and usage of the website. This allows the website to provide users with a more tailored experience. Users are advised that if they wish to deny the use and saving of cookies from this website on to their computers hard drive they should take necessary steps within their web browsers security settings to block all cookies from this website and its external serving vendors or use the cookie control system if available upon their first visit.

# Contact and Communication With Us

Users contacting us through the website do so at their own discretion and provide any such personal details at their own risk. Your personal information is kept private and stored securely until a time it is no longer required or has no use. Where we have clearly stated and made you aware of the fact, and where you have given consent, we may use your details to send you additional information through our mailing list system.

You can contact us anytime to:

- Request access to any information JAC has about you
- Correct any information JAC has about you
- Delete any information JAC has about you
- If you have any additional questions about JAC's collection or storage of data

Abbs Cross Health and Fitness

Abbs Cross Lane

Hornchurch

Essex

RM12 4YB

junioractivityclub@gmail.com