

## **WESTGATE SCIENCE CLUB Privacy Policy**

This privacy policy sets out how Westgate Science Club uses and protects any information that you give Westgate Science Club when you use this website. This is in order to communicate with you as regards Westgate Science Club.

Westgate Science Club is committed to ensuring that your privacy is protected. Westgate Science Club may change this policy from time to time by updating this page. You should check this page from time to time to ensure that you are happy with any changes. This policy is effective from date as given below

### **What we collect**

We may collect the following information:

- Name and contact information including email address, and any other information we require from you when you complete the Westgate Science Club Application Form in order for your child/children to attend Westgate Science Club.

### **What we do with the information we gather**

We require this information for the following reasons:

- Internal record keeping.
- We may periodically send emails about Westgate Science Club dates and any other events in connection with Westgate Science Club using the email address and/or other contact information which you have provided.
- From time to time we may contact you by email, phone or facebook message or other agreed method of communication.

### **Security**

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

### **Links to other websites**

Our website may contain links to other websites of interest. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

### **Controlling your personal information**

We will not sell, distribute or lease your personal information to third parties unless we have your permission or are required by law to do so. You may request details of personal information which we hold about you under the GDPR Act 2018. If you would like a copy of

the information held on you please write or e mail to Westgate Science Club.

If and when your interest in Westgate Science Club ceases you may ask us to delete any information we hold about you. This information would normally be deleted if we have had no communication with you for two years.

If you believe that any information we are holding on you is incorrect or incomplete, please write to or email us as soon as possible, at the above address. We will promptly correct any information found to be incorrect.

END of Westgate Science Club GDPR Privacy Policy  
11 05 2018