

Little Cassiobury CIC

Company No: 08484520

Privacy & Web Policy

General

1. Data for the subscriber's list is collected from the subscription form, which is completed upon joining and for payment of annual subscriptions or donations.
2. The data is collected by Little Cassiobury CIC (the CIC).
3. The data is shared with the Directors of the CIC only.
4. The data is not copied to any third parties.
5. Email notifications to subscribers will not disclose email addresses of other subscribers.

The Data that is collected

1. The data held includes subscriber's name, address, telephone number and email address. The amount given in subscriptions and any donations with date.
2. The data is stored in an Excel Spreadsheet, together with a paper file of members payment forms or other correspondence. The spreadsheet is backed up and is password protected. Paper files are retained securely.
3. The data is only viewed by the Directors of the CIC.
4. All computer devices holding subscriber's data are password protected.

Website – www.littlecassioburycic.com

1. The CIC, collect, and store any information you enter on our website or provide us in any other way. In addition, we collect the Internet protocol (IP) address used to connect your computer to the Internet; e-mail address; computer and connection information and purchase history. We may use software tools to measure and collect session information, including page response times, length of visits to certain pages, page interaction information, and methods used to browse away from the page.
2. When you conduct a transaction on our website, or contact us, as part of the process, we collect personal information you give us such as your name, address, and email address. Your personal information will be used for the specific reasons stated above only.
3. The CIC is hosted on the Wix.com platform. Wix.com provides us with the online platform that allows us to provide information to you. Your data may be stored through Wix.com's data storage, databases and the general Wix.com applications. They store your data on secure servers behind a firewall.
All direct payment gateways offered by Wix.com and used by our company adhere to the standards set by PCI-DSS as managed by the PCI Security Standards Council, which is a joint effort of brands like Visa, MasterCard, American Express and

Discover. PCI-DSS requirements help ensure the secure handling of credit card information by our store and its service providers.

4. We may contact you to send updates about our company, or as otherwise necessary to contact you, applicable national laws, and any agreement we may have with you. For these purposes we may contact you via email, telephone, text messages, and postal mail.

Removal of personal information

1. If you don't want us to process your data anymore, please contact us at info@litlecassiobury.com or send us mail to 62 Malden Road, Watford WD17 4EW.
2. If you would like to: access, correct, amend, or delete any personal information we have about you, you are invited to contact us at info@litlecassiobury.com or send us mail to 62 Malden Road, Watford WD17 4EW.

Modification of Privacy Policy

The CIC reserve the right to modify this privacy policy at any time, so please review it frequently. Changes and clarifications will take effect immediately upon their posting on the website. If we make material changes to this policy, we will notify you here that it has been updated, so that you are aware of what information we collect, how we use it, and under what circumstances, if any, we use and/or disclose it.