

Journeyman Creative CIC

Privacy Policy and Use of Cookies

This privacy policy sets out how the Journeyman Creative CIC uses and protects any information that you give us.

Journeyman Creative CIC is committed to ensuring that your privacy is protected. Should you provide us with certain information by which you can be identified, you can be assured that it will only be used in accordance with this privacy statement.

Journeyman Creative CIC may update this policy from time to time and will then update this page. This policy has been reviewed and revised to reflect the General Data Protection Regulations (GDPR), which govern the processing of personal data, implemented on 25 May 2018.

Processing of personal data

Journeyman Creative CIC complies with its obligations under GDPR by keeping personal data up-to-date, storing and destroying it securely, protecting personal data from loss, misuse, unauthorised access and disclosure and by ensuring that appropriate technical measures are in place to protect personal data.

Information we collect

We may collect the following information:

- Your name
- Your contact information including your email address and telephone number
- Demographic information such as postcode, preferences and interests
- Other information relevant to customer surveys and special events

How we use the information and data that we gather

We use your data for the following purposes:

- To administer membership records
- To provide you with services. For example, to send you a newsletter or project updates, if you have asked for them.
- To contact you. For example, to reply if you fill out the contact form on our website
- To list you or your organisation on our website if you have given us consent to do so
- To send out promotional emails about services, events, activities or other information provided by the Journeyman Creative CIC and its partners using the email address which you have provided.
- To improve our products and services.

The legal basis for processing your personal data

- Explicit consent from you so that we can keep you informed about news, events, activities and services of interest provided by Journeyman Creative CIC.

Security

We are committed to ensuring that your information is secure. 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. Please note that no data transmitted over the internet is completely secure. Therefore, we cannot guarantee the security of any information that you provide to us and you transmit such information to us at your own risk.

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.

Sharing your data

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. We may use your personal information to send you promotional information about third parties which we think you may find interesting only if you tell us that you wish this to happen.

Your rights

You have the following rights with respect to your personal data, unless subject to an exemption under GDPR.

- Right to request a copy of any personal data which the Journeyman Creative CIC holds about you
- Right to request that the Journeyman Creative CIC corrects any personal data if it is found to be inaccurate or out of date. We will promptly correct any information found to be incorrect.
- Right to request your personal data is erased when it is no longer necessary for the Journeyman Creative CIC to retain your data.
- Right to withdraw your consent to processing at any time by emailing us at info@journeymancreativecic.org.uk
- Right to request that our data controller provides you with your personal data and where possible will transmit that data directly to another data controller (known as the right to data portability)
- Right, where there is a dispute in relation to the accuracy or processing of your personal data, to request a restriction is placed on further processing

- Right to lodge to a complaint with the Information Commissioner's Office.

Further processing

If we wish to use your personal data for a new purpose we will explain this new use, setting out the relevant purposes and processing conditions, and seek your consent to the new processing before starting any processing.

Cookies

What is a cookie?

A cookie is a small text file that is stored on the web browser of your computer or mobile device by a website's server. The information that is collected is unique to you and only the server that delivered the cookie will be able to retrieve or read its contents.

The benefits of cookies

Cookies are often used to enhance your experience on a website as they can remember information about your visit, such as your personal preferences. For example, cookies are used when you create an account with a website so that information about you can be remembered saving you time on your next visit.

How we use cookies

We use traffic log cookies (via Google Analytics) to identify which pages are being used. This helps us analyse data about web page traffic and improve our website in order to tailor it to customer needs.

If you do not want to accept please navigate away from this website, if you choose to continue viewing the website cookies will still be activated. To learn more about how to disable cookies or opt out of their usage please visit www.aboutcookies.org.

Please be aware that disabling cookies may prevent you from taking full advantage of the website.