



DATA PROTECTION PRIVACY POLICY

Introduction

This policy sets out the different areas where user privacy is concerned and outlines the obligations & requirements of the users, the website and website owners. Furthermore, the way the Barn Partnership company including this website processes, stores and protects user data and information will also be detailed within this policy.

The website

If you visit our website we ensure the necessary steps are taken to protect the privacy of its users throughout their visiting experience. This website complies with all UK national laws and requirements for user privacy.

The Website is designed purely as a portal to display the range of services we offer, projects completed in the past and provide our contact details.

We will not ask you to provide any personal information to us via the website.
We do not use cookies to remember information that identifies you personally.

The website uses tracking software to monitor its visitors to better understand how they use it and to visitor usage. The software may save a cookie to your computer's hard drive in order to track and monitor your engagement and usage of the website, but will not store, save or collect personal information.

Should users wish to deny the use and saving of cookies from this website onto their computer's hard drive, they should take necessary steps within their web browser's security settings to block all cookies from this website and its external serving vendors.

Personal information

Whilst engaging in business with us as a supplier, client or working together on a particular project, you may be required to provide personal information (name, business address, email, telephone number, bank account details, etc. for the purposes of our conducting business together and receiving payments.

We will use this information to administer our business, applications, client databases and marketing material. We will ensure that all personal information supplied is held securely in accordance with the General Data Protection Regulation (EU) 2016/679, as adopted into law of the United Kingdom in the Data Protection Act 2018. Further, by providing telephone, fax and email details, you consent to The Barn Partnership contacting you using that method. You have the right at any time to request a copy of the personal information we hold on you. Should you wish to receive a copy of this, or would like to be removed from our database, please contact us at craig@barnpartnership.co.uk.

Information collection and use

The Barn Partnership collects information in two possible ways:

- a. *When you directly give it to us ("Directly Provided Data") or share it with a project team of which we are part*
When you communicate with us or engage us to work on a project you may choose to voluntarily give us certain information – for example, by circulating your contact data by letter or e-mail. All this information requires a direct action by you at that time in order for us to receive it.
- b. *You have made it freely available via your website or other social media outlet*

The Barn Partnership will not retain your personal information longer than necessary. We will hold onto the information you provide either while our association with you is still in existence, or as needed to be able to provide our Services to you, or as long as is necessary to provide support-related reporting and trend analysis only.

If legally required or if it is reasonably necessary to meet regulatory requirements, resolve disputes, prevent fraud and abuse, or enforce our Terms and Conditions, we may also retain some of your information for a limited period of time as required, even after you have closed your account or it is no longer needed to provide the Services to you.

The Barn Partnership will not sell or rent your personally identifiable information to anyone.

Choosing how we use your data

We understand that you trust us with your personal information and we are committed to ensuring you can manage the privacy and security of your personal information yourself.

With respect to the information relating to you that ends up in our possession, and recognising that it is your choice to provide us with your personally identifiable information, we commit to giving you the ability to do all of the following:

- You can verify the details you have submitted to The Barn Partnership by contacting us directly.
Our security procedures mean that we may request proof of identity before we reveal any information.
- You can also contact us by the same method to change, correct, or delete your personal information controlled by The Barn Partnership regarding your profile at any time. Please note though that, if you have shared any information with others through social media channels, that information may remain visible, even if your account is deleted.
- You can always feel free to update us on your details at any point by contacting us directly.
- You can unsubscribe from receiving marketing emails from us by notifying us that you wish to unsubscribe from any future email. Once you do this, you will no longer receive any emails from us.
- You can request a readable copy of the personal data we hold on you at any time. To do this, please contact us directly.

Please note, we are constantly reviewing how we process and protect data. Therefore, changes to our policy may occur at any time. We will endeavour to publicise any changes.