

#InnovationBen Privacy Policy

InnovationBen will be what is known as the 'Data Controller' of the limited personal data you provide to us. InnovationBen is a partnership who's address is 7 Stoneywell, Tadpole Garden Village, Swindon, SN25 2RR

This Privacy Policy explains how we use any personal information we collect about you when you use our products and services.

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Introduction

A "Pupil" is a student registered with InnovationBen to receive products and services requested of us.

"Bill Payers" are typically a parent, guardian or relative of pupils under the age of 16 or sometimes older. In some instances, the "Bill Payer" and "Pupil" are one in the same person.

Non-pupils or prospective pupils are those who may or may not choose to enquire about or trial our services.

What information we need

Unless otherwise agreed with you, we will only collect the minimum required basic personal data about registered pupils and bill payers. This information includes; pupil name, date of birth, address, and contact details of the bill payer such as name, address and telephone number.

We will only collect sensitive personal data, such as medical information relevant to a pupil's ability or capability within a workshop environment, as part of the registration process if volunteered by the person enrolling the pupil(s) into InnovationBen Workshops.

Why we need it

We need to know this personal data in order to provide you with the tuition you have engaged us to provide, and to assert our right to be recompensed in return for these services, as per the services agreement or contract we have with you.

If you do not provide this information then we will be unable to provide the tuition services you have requested. We will not collect any personal data from you that we do not need in order to provide and oversee the services we have agreed to provide you with.

How we will use it

We take all reasonable steps to ensure that your personal data is processed securely and used to ensure the services provided to you are appropriate. All the personal data we hold about you will be processed by our chief Innovator and Child Protection Officer in the United Kingdom.

Access by additional third parties will only be provided if there is a legal obligation for us to provide them with this. Please be aware, however, that your information may be stored on a cloud-based system whose servers are located within the European Union and/or European Economic Area.

How long we keep it

We will generally keep your personal data for a minimum of 6 years, after which time it will be destroyed if it is no longer required for the lawful purpose(s) for which it was obtained.

If you are a prospective pupil who has registered for a trial lesson and do not wish to continue with our services on an on-going basis, we will destroy your data within 12 months.

If you consent to marketing, any information we use for this purpose will be kept with us until you notify us that you no longer wish to receive this information.

Marketing

We would like to send you information about our products and services which may be of interest to you. If you have consented to marketing, you may opt out at a later date.

You have a right at any time to stop us from contacting you for marketing purposes.

Photography and Video

InnovationBen has an active social media presence on platforms such as Facebook, Instagram and YouTube. From time to time, photos and/or video recordings will be taken of pupils for marketing purposes on an opt-in basis.

All pupils under the age of 16 will require parental/guardian consent, whereas pupils 16 and over may consent on their own behalf. You have a right at any time to opt out a later date.

Access to your information and correction

You have the right to request a copy of the information that we hold about you. If you would like a copy of some or all of your personal information please contact us. There may be an administrative cost associated with providing this information.

We want to make sure that your personal information is accurate and up to date. You may ask us to correct or remove information you think is inaccurate.

Cookies

Cookies are text files placed on your computer to collect standard internet log information and visitor behaviour information. This information is used to track visitor use of the website and to compile statistical reports on website activity.

For further information visit www.aboutcookies.org or www.allaboutcookies.org.

You can set your browser not to accept cookies and the above websites will tell you how to remove cookies from your browser. However, in a few cases, some of our website features may not function as a result.

Other websites

Our website contains links to other websites. This Privacy Policy only applies to InnovationBen products and services (including this website) so when you link to other websites you should read their own privacy policies.

Changes to our Privacy Policy

We keep our Privacy Policy under regular review and we will place any update on this web page. This Privacy Policy was last updated on 1st September 2021.

How to contact us

Please contact us if you have any questions about our Privacy Policy or information we hold about you:

Ben@innovationben.com

07515945120