

## **Privacy Policy**

**Eat That Frog CIC** is fully committed to respecting the privacy of visitors to this website. This privacy statement sets out the type of information we may collect and hold, and how it is used. It also contains contact details so you can contact us if you have any queries or concerns about your personal information. Any personal information which is given will be treated with the highest standards of security and confidentiality, in accordance with the Data Protection Acts 1998 & 2003.

### **Data Protection:**

In various sections of this site we may use electronic forms to gather personal information for purposes directly related to the services that we supply. Any information that we do collect is for internal use only and is not passed on to third parties without your prior consent. If you submit an email address or other contact details to the website, we may contact you about our services and your interest in them. You have the right to ask us at any time to not contact you by way of direct marketing. Completion and submission of any form is entirely at the discretion of you, the user.

### **Security:**

Eat That Frog takes the necessary security measures to safeguard your data, from risk of loss, destruction, unauthorised access, modifications or disclosure.

### **Cookies:**

Cookies are small text files that are placed on your computer by websites that you visit. They are widely used in order to make websites work, or work more efficiently, as well as to provide information to the owners of the site. By continued use of our site you are agreeing to our use of cookies.

### **Links to External Sites:**

There may be links on this website to other websites that are not managed by us. We do not take responsibility for any information you share with these linked sites. If you are unsure if you have left our website, check the address bar. If [www.eatthatfrog.ac.uk/](http://www.eatthatfrog.ac.uk/) is not in the start of the address you have left our website.

### **Contacting us and/or accessing your personal information:**

Under current Data Protection legislation you are entitled to know what personal information an organisation holds about you and how that information is processed. If you wish to know what information we currently hold on you, please contact us by e-mail at [info@eatthatfrog.ac.uk](mailto:info@eatthatfrog.ac.uk). Your enquiry will be dealt with as soon as possible and will not take more than 40 days to process.

You also have the right to have any inaccurate information corrected. If you find that we do hold inaccurate information on you please contact us by email. The request will be dealt with as soon as possible and will not take more than 40 days to process.

### **Website Terms and Conditions**

This website contains information regarding services and courses offered by Eat That Frog CIC.

#### **Copyright:**

Unless otherwise indicated, the copyright in the content of this Website, including the screens displayed on the website, is owned by Eat That Frog. You may not modify, copy, reproduce, republish, upload, post, transmit, publicly display, prepare derivative works based on, or distribute in any way any portion of the Website, including but not limited to the code and software underlying the Website.

#### **Disclaimer:**

Every effort has been made to ensure the accuracy of the information contained on this site, but we cannot accept any responsibility for errors or omissions, or for any consequences arising from the use of information contained herein. This site includes links to external websites. We have no control over the content on these sites and therefore cannot be held responsible for any content contained within them.

Eat That Frog reserves the right to introduce changes to the information given, including the addition, withdrawal, re-location or restructuring of courses and services.

#### **Linking Policy:**

Eat That Frog is happy for third party websites to link to our site, but we cannot be held responsible for any content within these sites and

the College does not necessarily agree with any views or opinions contained within them. Linking does not in any way convey endorsement of that site.