

Aspire Education Academy Privacy Policy

Aspire Education Academy is the trading name of Aspire Sporting Academy plc. This privacy policy will explain how our organization uses the personal data we collect from you when you use our website.

What data do we collect?

Aspire Education Academy collects the following data:

Personal identification information (Name, email address, geographic region)

How do we collect your data?

You directly provide Aspire Education Academy with most of the data we collect. We collect data and process data when you:

 Voluntarily complete the Contact Us page of our website (e.g. to enquire about courses running in your area)

How will we use your data?

Aspire Education Academy collects your data so that we can:

- Respond to your enquiries
- · Alert you to courses, jobs, and opportunities in your area

How do we store your data?

Personal data shall be kept in a form which permits identification of data subjects for no longer than is necessary for the purpose for which the personal data is processed. This mean Aspire Education must, wherever possible, store data in a way that limits or prevents identification of the data subject.

Marketing

Aspire Education Academy would like to send you information about courses, jobs and opportunities in your local area.

If you have agreed to receive marketing, you may always opt out at a later date.

You have the right at any time to stop Aspire Education Academy from contacting you for marketing purposes.

If you no longer wish to be contacted for marketing purposes, please click here.

What are your data protection rights?

Aspire Education Academy would like to make sure you are fully aware of all of your data protection rights. Every user is entitled to the following:

The right to access - You have the right to request Aspire Education Academy for copies of your personal data. We may charge you a small fee for this service.



The right to rectification - You have the right to request that Aspire Education Academy correct any information you believe is inaccurate. You also have the right to request Aspire Education Academy tocomplete information you believe is incomplete.

The right to erasure — You have the right to request that Aspire Education Academy erase your personal data, under certain conditions.

The right to restrict processing - You have the right to request that Aspire Education Academy restrict the processing of your personal data, under certain conditions.

The right to object to processing - You have the right to object to Aspire Education Academy's processing of your personal data, under certain conditions.

The right to data **portability** - You have the right to request that Aspire Education Academy transfer the data that we have collected to another organization, or directly to you, under certain conditions.

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us at our email: quality@aeatraining.co.uk Call us on: 01706 497001

Or write to us: Unit 6a, Link 665 Business Centre, Todd Hall Rd, Haslingden, Rossendale BB4 5HU

What are cookies?

Cookies are text files placed on your computer to collect standard Internet log information and visitor behavior information. When you visit our websites, we may collect information from you automatically through cookies or similar technology.

For further information, visit <u>allaboutcookies.org</u>. How do we use cookies?

Aspire Education Academy uses cookies in a range of ways to improve your experience on our website including:

Understanding how you use our website

What types of cookies do we use?

There are a number of different types of cookies, however, our website uses:

- Functionality Aspire Education Academy uses these cookies so that we recognize
 you on our website and remember your previously selected preferences. These could
 include what language you prefer and location you are in. A mix of first-party and thirdparty cookies are used.
- Advertising Aspire Education Academy uses these cookies to collect information about your visit to our website, the content you viewed, the links you followed and information about your browser, device, and your IP address.



How to manage cookies

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

Privacy policies of other websites

The Aspire Education Academy website contains links to other websites. Our privacy policy applies only to our website, so if you click on a link to another website, you should read their privacy policy.

Changes to our privacy policy

Aspire Education Academy keeps its privacy policy under regular review and places any updates on this webpage. This privacy policy was last updated on 29th June 2021.

How to contact us

If you have any questions about Aspire Education Academy's privacy policy, the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us.

email: quality@aeatraining.co.uk

Call us on: 01706 497001

Or write to us: Unit 6a, Link 665 Business Centre, Todd Hall Rd, Haslingden, Rossendale BB4

5HU

How to contact the appropriate authority

Should you wish to report a complaint or if you feel that Aspire Education Academy has not addressed your concern in a satisfactory manner, you may contact the Information Commissioner's Office: https://ico.org.uk/global/contact-us/