

## Privacy Statement

<b>Contact Details</b>	<p>This website is administered by Naace. Naace is the Professional Association for advancing education through ICT. Naace is a company limited by guarantee and is a Registered Charity, number 1060683. Our office address is: Naace, Nottingham Trent University, J Block, Clifton Campus, Clifton, Nottinghamshire, NG11 8NS. Our Data Protection Registration No. is Z8939641.</p>
<b>Collecting Data</b>	<p>We collect the data that is provided on the online and paper application forms and from personal email and telephone contact from members.</p> <p>We also collect anonymous grouped statistics that allow us to improve our website and our service to members. We cannot identify individuals or individual usage from this data.</p>
<b>Cookies</b>	<p>We use only temporary cookies to keep users logged in to the site and to tailor the view you see to match the Naace community/s you have joined. These are text files which expire once the user logs out or closes the browser. They do not track users or contain information for tracking purposes.</p> <p>Users may disable cookies through their browser settings menus. If you disable cookies you may not get the benefit of the additional information provided by logging in.</p>
<b>What we use data for</b>	<p>We use data for maintaining membership records, maintaining support for the organisation, furthering our charitable objectives and providing member services.</p>
<b>Data Retention</b>	<p>We keep membership data in a suspended status after membership has expired. We remove any record at the request of a member.</p>
<b>Disclosure to Third Parties</b>	<p>We do not disclose personal information to third parties for marketing purposes except in the circumstances mentioned below (Sharing Information with Sponsors).</p> <p>On the membership form is a tickbox which may be ticked/unchecked on joining or going to 'Update Profile' when logged into the website.</p>
<b>Sharing Information with Sponsoring Partners</b>	<p>If you have consented to Naace sharing your postal address and email address with our Sponsoring Partners, we may pass on these details to Sponsoring Partners for them to contact you with information that we think will be of interest to you regarding their products and services.</p> <p>Your consent is gained by you ticking the box at the bottom of the application form, or by updating your profile on the website so that the box is ticked which requests this information for these purposes.</p>