

Learts Privacy Policy

Effective Date: February 2025

Introduction

Learts (including Learts Theatre, Learts Creatives, and Learts Online Store) values your privacy and is committed to protecting and respecting your personal data.

This Privacy Policy explains how we collect, use, and protect your personal information when you:

- Register for our art, theatre, dance, or drama clubs.
- Purchase products (e.g., art activity packs, uniforms).
- Visit our website or contact us.

By using our website or providing personal data, you acknowledge that you have read and understood this Privacy Policy.

Who We Are & Contact Information

For the purposes of the UK General Data Protection Regulation (UK GDPR) and Data Protection Act 2018, the data controller is:

Learts

The Bulrushes, Coombe Hill Road, East Grinstead, RH19 4LZ

Email: info@learts.co.uk

If you have any questions about this Privacy Policy, please contact us at info@learts.co.uk.

Information We Collect

We may collect and process the following information:

- Information that you provide by filling in our Registration Form at the time of booking or contacting us via our Contact Form on our website www.learts.co.uk.
- Data we collect may include your name (or name of your child's guardian), your child's name, address, email, contact number, emergency contact numbers, date of birth and school your child attends plus any medical history. If you provide personal information belonging to another person, you confirm you have that person's consent to pass this onto us.

- If you contact us, we may keep a record of that correspondence.
- Details of your visits to our site including, but not limited to, traffic data, location data, weblogs and other communication data, and the resources that you access.
- Photographs and video footage taken while your children are attending our classes or events. We collect consent for this before taking such photographs or videos and provide notices so that parents are aware when we are filming. Please inform us if you do not wish us to use such video footage or images when you complete the Registration Form.
- Records of your children's attendance at classes and events.
- We collect the names and dates of birth of your children in order to provide our services to you and your children. In providing us with this data, you confirm you have the authority to do so as parent or legal guardian and you hereby consent to our use of your children's personal data under the terms of this Privacy Policy.
- We also collect medical and allergy information so that we can be aware of any issues and be properly prepared to teach your child. We would only share this with the instructors who teach your children.

If you no longer require our services, we will remove all data from our servers and our databases. You can request deletion of your data at any time, however, if your child still attends our school we must store your details whilst you have an active account.

IP Addresses

We may collect information about your computer, including where available your IP address, operating system and browser type, for system administration. This is statistical data about our users' browsing actions and patterns, and does not identify any individual.

Cookies

For the same reason, we may obtain information about your general internet usage by using a cookie file which is stored on your browser or the hard drive of your computer. Cookies are used to improve your browsing experience.

You can adjust your browser settings to decline cookies, but some website features may not work properly. Unless you have adjusted your browser setting so that it will refuse cookies, our system will issue cookies as soon you visit our site.

Storing Your Information

We store your information securely, and only for as long as necessary to fulfil the purposes outlined in this policy.

How We Use Your Information

We use information held about you in the following ways:

- To respond to enquiries and arrange services requested by you.
- To provide you with information about classes, products or events that you request from us or which we feel may interest you, where you have consented to be contacted for such purposes.
- To carry out our obligations arising from any contracts (i.e. Terms and Conditions) entered into between you and us.
- To improve our website and services.
- To allow you to participate in features of our service, when you choose to do so.
- To notify you about changes to our service.

If you consent to us using your data in this way, please tick the relevant box situated on the form on which we collect your data. In addition, you can unsubscribe from our emails at any time.

Disclosure Of Your Information

We may disclose your personal information to any individuals within our organisation.

We may disclose your personal information to third parties:

- Those third parties involved with us in providing the services to you, including but not limited to: our venues and instructors.
- In the event that we sell or buy any business or assets, in which case we may disclose your personal data to the prospective seller or buyer of such business or assets.
- If Learts or substantially all of its assets are acquired by a third party, in which case personal data held by it about its customers will be one of the transferred assets.
- If we are under a duty to disclose or share your personal data in order to comply with any legal obligation, or in order to enforce or apply our Terms and Conditions and other agreements; or to protect the rights, property, or safety of Learts, our customers, or others. This includes exchanging information with other companies and organisations for the purposes of fraud protection and credit risk reduction, and/or if it is requested by Law Enforcement agencies, or any part of the Criminal Justice system.

Your Rights

You have the right to:

- Request access to your personal information (to do this, please email info@leart.co.uk).

- Request corrections or deletion of your data at any time, however, if your child still attends our school we must store your details whilst you have an active account.
- Opt-out of promotional emails by clicking 'unsubscribe' at the bottom of emails.

Our site contains links to and from the websites of our partners, other Learts companies or other third parties (such as social media websites). If you follow a link to any of these websites, please note that these websites have their own privacy policies and that we do not accept any responsibility or liability for these policies.

Changes To This Policy

We may update this Privacy Policy from time to time. Any changes will be posted on this page, and, where appropriate, notified to you by e-mail.

Contact

If you have any questions, comments or requests regarding this policy, please contact us at info@learts.co.uk.

By using our website, you agree to this Privacy Policy.