

Privacy Policy Statement

1. General

This policy covers all sites produced by Quadstar Foundation. Quadstar Foundation is committed to safeguarding your privacy online. The purpose of this privacy policy is to inform you what personal information Quadstar Foundation collects, the purposes for which it uses this information and how we process, manage, and store those details. and how your rights under the GDPR, DPA & PECR are adhered to. This policy may change from time to time without notice. If you wish to contact Quadstar Foundation concerning any matter relating to your personal information then please email hello@quadstar.org .

2. Information collected

2.1. Identifiable information – **Basic** and **contact** information (**name and email address**) is collected when you register or fill in a form on a Quadstar Foundation website, or you send an email to the Quadstar Foundation. The information that is provided by you will only be used for the purpose for which it is provided, unless you are informed otherwise at the time of giving the information. You may inform Quadstar Foundation at any time if you wish Quadstar Foundation to cease using your personal information.

2.2. Non identifiable information – Quadstar Foundation will from time to time collect information from you that does not reveal your personal identity. Quadstar Foundation uses this information for editorial purposes, and occasionally for other internal purposes. This information is only used in aggregate form and is not connected to any name, address, or other personal identifying information.

3. Use of personal information updated following new GDPR regime which came into force 25th May 2018

Quadstar Foundation is what's known as the 'Controller' of any personal data you provide to us. We only collect basic personal data about you which does not include any special types of information or location-based information. This may however include name, address, email, phone number.

3.1. Why we need your data

We need to know your basic personal data to provide you with occasional relevant updates via our newsletter about our updates at Quadstar and our news and relevant events. We will not invade your privacy with too many emails and will only collect the data from you that we need to provide and oversee this service.

3.2. Legal grounds for using your personal data

We will only use your personal data where we have the legal grounds to do so. We determine the legal grounds based on the purposes for which we have collected and utilised your personal data.

legal grounds are stated as one of the following:

- Consent: For example, where you have provided your consent to receive newsletters and emails from us. You have the legal right to withdraw your consent at any time. In the case of newsletters, you can withdraw your consent by unsubscribing via email.
- Our legitimate interests: Where it is necessary for us to understand our readers, promote our services and operate our sites, publication, and distribution of content. For example, we will rely on our legitimate interest when we analyse what content has been viewed on our site, so that we can understand how they are used.

3.3. What we do with your data

All the personal data we process is kept securely and processed by our small team of staff in the UK. No third parties have access to your personal data without your consent.

3.4. How long we keep your data

We may be required to keep data for a minimum of 6 years after which time it will be destroyed. The information that we use for marketing purposes will only be kept with us until you notify us that you no longer wish to receive this information and you are free to unsubscribe from our email marketing at any time.

3.5. What are your rights

You as the user have several legal rights regarding the personal information that we collect from you and you can exert your rights using the contact details below:

hello@quadstar.org

Your rights include the following:

1. The Right to Be Informed
2. The Right of Access
3. The Right to Rectification
4. The Right to Erasure
5. The Right to Restrict Processing
6. The Right to Data Portability
7. The Right to Object
8. The Right to Avoid Automated Decision-Making

If at any point you believe the information, we process on you is incorrect you can request to see this information and have it corrected or deleted. If you wish to raise a complaint on how we have handled your personal data, you can contact us to have the matter investigated at hello@quadstar.org . If you are not satisfied with our response or believe we are not processing your personal data in accordance with the law you can complain to the Information Commissioner's Office <https://ico.org.uk/>

4. Use of Cookies

Cookies are small amounts of information that are sent to and are stored on your computer. They are used to identify you when you visit the site, and to make your use of the site more convenient for you. Cookies are used to remember usernames, passwords, and preferences and to deliver a faster and more personalised service. If you do not wish to have Cookies placed on your computer, you can disable Cookies on your Internet browser. Turning them off however will mean that you will not be able to enjoy this web site to its fullest.

5. Links

There are links on this web site to third party web sites which Quadstar Foundation has no control over. Quadstar Foundation accepts no responsibility or liability for any third-party practices on third party websites. Quadstar Foundation advises you to carefully read 3rd party privacy statements prior to the use of any third-party website.

6. International Transfers

Due to the international nature of the internet, the collecting and processing of your personal information in accordance with Quadstar's privacy policy may involve transferring the data between countries in which Quadstar Foundation, subsidiaries of Quadstar Foundation and strategic partners are located.

Quadstar Foundation shall take steps to ensure that any transfer of data to a country or territory outside the European Economic Area, whose laws provide for a different standard of protection for your personal data than that provided under English law, shall be made subject to contractual arrangements which will require that your data be processed to at least a standard compliant with GDPR 2018.

7. Security

This website has security measures in place to protect against loss, misuse, and alteration of your personal information under Quadstar Foundations control. However no data transmission over the internet can be guaranteed to be 100% secure and whilst Quadstar Foundation strives to protect your personal information, Quadstar Foundation cannot ensure or warrant the security of any information you transmit to us and you do so at your own risk. Once Quadstar Foundation receives the transmission, Quadstar Foundation makes best efforts to ensure the security on the system.

8. Contact Details

Quadstar Foundation
PO Box 1260
Yateley
GU47 7GH
hello@quadstar.org