



PRIVACY & DATA PROTECTION POLICY

About this policy

We at Loreburn Hall (collectively “Loreburn Hall”, “Drill Hall Initiative”, “DHI CIC”, “we”, “us” and “our”) take your privacy seriously and are committed to protecting it. This Policy explains what information we collect about you, what we do with that information, and how we handle that information.

When you use a service provided by Loreburn Hall, we will collect your personal information in a number of ways, including when you contact us through the website, by telephone, post, e-mail or through other means. Information we automatically collect - when you use our website, we collect information via cookies and other similar technologies which may include saving cookies to users’ computers. We will collect personal information by lawful and fair means and, where appropriate, with the knowledge or consent of the individual concerned.

How we use your information

We use the information we collect from you for legitimate business purposes, for example, to reply to your specific query, to communicate with you about the services you use or to send you regular emails about relevant news, for administration and reporting purposes including (but not limited to) troubleshooting, performance analysis, statistical analysis and testing; to improve our website to ensure that content is presented in the most effective manner for you and for your device; to analyse use of our website for trend monitoring and marketing purposes; as part of our efforts to keep our website safe and secure.

Security of your personal information

We use appropriate technical, administrative, and organisational measures to protect personal data from unauthorised access, disclosure, alteration, or destruction. We will retain personal data only for as long as necessary to fulfil the purposes for which it was collected, and in compliance with applicable laws and regulations.

Questions, concerns, and complaints

If you have any questions or concerns about this Policy, please contact enquiries@loreburnhall.co.uk

If you want to make a complaint about the way we have managed your personal information, you can contact the Information Commissioner's Office.

<http://www.ico.org.uk/global/contact-us>

Drill Hall Initiative CIC

Company No. SC683462