

PRIVACY POLICY

Our objective is to make your relationship with Willow Wren Training as pleasurable as possible. In order to avoid any misunderstanding, we have a strict policy regarding personal information and privacy.

1. Any personal information given to us will remain in the sole domain of Willow Wren Training and only for the purposes of providing you with the service or goods that you order.
2. Personal information will not be shared with any outside agency or business without your express and explicit permission.
3. Only information given by you to us on the standard Booking Form will be held by us.
4. The information you have given to us will be confirmed with you as part of our confirmation process and you will be given the opportunity to correct any errors or omissions.
5. Personal information will be kept in encrypted, password protected, electronic files in secure virus free and firewall protected locations.
6. The information will only be accessible by specific Willow Wren Training personnel that have a specific need of access.
7. Credit/debit card or other payment information will not be held by Willow Wren Training but only by secure payment agents such as our bank.
8. Any printed material supplied by you to us will be shredded and disposed of by secure means.

Your privacy and security is important to us.

Willow Wren Training