

# GDPR Privacy Notice

*As an arts practitioner and tutor I am committed to maintaining your trust and confidence, whether you are a visitor to my website or a student on one of my courses . In particular, I want you to know that I will never knowingly sell, rent or trade email lists with other companies and businesses for marketing purposes. I would only knowingly share personal information outside of Bazpress with your express permission or to meet any lawful or legal obligation placed upon me.*

*In accordance with GDPR this Privacy Policy provides detailed information on when and why I collect your personal information, how I use it, the limited conditions under which I may disclose it to others and how I keep it secure.*

*My website is hosted on the Wix.com platform. Your data may be stored through Wix.com's data storage, databases and the general Wix.com applications. They store your data on secure servers behind a firewall.*

## Types of data I collect

*I receive, collect and store any information you enter on my website or provide me in any other way. I use mainstream virus protection and firewall software on my computer to help prevent data breaches.*

## Website Cookies

*Cookies are small pieces of data stored on a site visitor's browser, they are used to keep track of your movements and actions on a site.*

*Cookies are implemented in every site built by Wix. Take a look at the table below to view which cookies Wix implements on Wix sites:*

<b>Cookie name</b>	<b>Life span</b>	<b>Purpose</b>
svSession	Permanent	Creates activities and BI
Hs	Session	Security

incap_ses_\${Proxy-ID}_\${Site-ID}	Session	Security
incap_visid_\${Proxy-ID}_\${Site-ID}	Session	Security
nlbi_{ID}	Persistent cookie	Security
XSRF-TOKEN	Persistent cookie	Security
smSession	Two weeks	Identify logged in site members

## Google Analytics

*When someone visits [www.bazpress.com](http://www.bazpress.com), I use a third party service, Google Analytics, to collect standard internet log information and details of visitor behaviour patterns. I do this to find out things such as the number of visitors to the various parts of the site. This information is only processed in a way that does not identify anyone. I do not make, and do not authorise Google to make, any attempt to find out the identities of those visiting our website*

## Images

*As part of the website experience, students who have enrolled on one of my courses, have the opportunity to submit images of their work and text related to this, for display on the website. Individuals who do so retain full copyright ownership of those images and I will obtain explicit permission from them to use them on the site or for any other use such as marketing.*

*As owner of the site I reserve the right to refuse or take down images that could be considered offensive or unlawful. In the spirit of fairness and to allow the opportunity for all participants; I may take down images should site data space require the removal of old images or to limit the number of images allocated to each individual.*

*I will always let you know when I do this.*

*Images are shown to 'showcase' individual's artefacts and achievement; to inspire visitors to try the craft skills shown. Images are displayed in a screen only resolution format to limit possible 'cut and paste' copying of images from the site.*

## Mailing Lists

*As part of the registration process for my quarterly e-newsletter, I collect personal information. I use that information for a couple of reasons: to tell you about stuff you've asked me to tell you about; to contact you if I need to obtain or provide additional information; to check my records are right and to check every now and then that you're happy and satisfied. I don't rent or trade email lists with other organisations and businesses.*

*I use third-party providers, 'MailChimp' or 'Wix Shout Out', to deliver my newsletter. They gather statistics around email opening and clicks using industry standard technologies to help me monitor and improve my e-newsletter. For more information, please see [MailChimp's privacy notice](#). You can link to wix.com privacy policy ['here'](#).*

*You can unsubscribe to general mailings at any time of the day or night by clicking the unsubscribe link at the bottom of emails if there is one, or by emailing me as Data Protection Officer - Brian Norman.*

## Access to your personal information

*You are entitled to view, amend, or delete the personal information that I hold. Email your request to me as 'Data Protection Officer' Brian Norman at [brian.norman07@gmail.com](mailto:brian.norman07@gmail.com)*

## Changes to this Privacy Notice

*This Privacy Notice will be changed at such times that revised legislation requires this or when I change the way I use your information. At such times you will be notified by a notice on the website and by email, giving you the option to unsubscribe should you wish.*

*Privacy Notice update – 20th May 2018*