## **OUR IDEAS/TESC PRIVACY POLICY**

WHAT WE COLLECT - Name, Address, Email Address, Phone contact numbers

**HOW** – When you complete our registration form after attending one of our social groups or training courses

**WHY** – It enables us to contact you with any information regarding changes to times of meetings etc, and to advise of any events organised or future training.

**STORAGE** – Password protected and/or in locked cabinet.

YOU HAVE THE RIGHT TO REQUEST DELETION OF ANY INFORMATION