

## Privacy Policy

### Aim

- To ensure all identifiable information is treated in a secure way.
- To ensure Individuals have control over the kind of information they receive and have options about what their information is used for.

### Use of your Personal Information

- *Personal information:* We are committed to safeguarding personal privacy. It recognizes that individuals have a right to control how their personal information is collected and used. Providing personal information is an act of trust and it is taken seriously. Unless given consent to do otherwise, we will only collect and use personal information as set out below.
- *Collecting personal information:* We will not collect or monitor any personal information about an individual without their consent. The only personal information collected is what has been provided voluntarily.
- *Use of tracking technologies:* We may use tracking technologies such as cookies or web beacons to make use of the website and services as convenient as possible. Cookies are pieces of information that a web site transfers to a computer's hard disk for record keeping purposes. Most web browsers are set to accept tracking technologies such as cookies or web beacons. These tracking technologies do not themselves personally identify users, although they do identify a user's browser.
- Personal Information will be used for the following primary purpose:
  - To fulfil obligations under any purchases or enrolment.
  - To render services related to the business.
- We may contact individuals using the information, which was provided by them in order to:
  - Provide information that may be of interest, new products, special offers and other matters that may be of interest.
  - To send newsletters.
- *Individual's right of access:* Individuals have the right to review the information that may be recorded on the database. Information may be reviewed by contacting us via email or phone.
- *Links to other web sites:* We provide links to web sites outside of the business site. These linked sites are not under the control of us, and we are not responsible for the conduct of

companies linked to our website, or for the performance or otherwise of any content and/or software contained in such external websites.

- *Problems or queries:* Queries relating to the Privacy Policy, or any problems or complaints may be directed to our office via [admin@preludedancecentre.com.au](mailto:admin@preludedancecentre.com.au) or 0402 358 132.