WEBSITE PRIVACY POLICY - PUBLIC

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Approved by Management on:	**19.12.2024**
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Next Review Date:	**11.11.2027**

WEBSITE PRIVACY POLICY

Key details

This website privacy policy describes how Big Ideas protects and makes use of the information you give the company when you use this website.

If you are asked to provide information when using this website, it will only be used in the ways described in this privacy policy.

This policy is updated from time to time and reviewed on an annual basis. The latest version is published on this page.

This website privacy policy was updated on: 19.12.2024

If you have any questions about this policy, please email contact@big-ideas.org or write to: Big Ideas, ScreenWorks, Unit 205, 22 Highbury Grove, London N5 2EF.

Introduction

We gather and use certain information about individuals in order to provide information and services and to enable certain functions on this website.

We also collect information to better understand how visitors use the website and to present timely, relevant information to them.

What we gather

We may collect the following information:

- Name and role in organisation (where relevant)
- Contact information including email address
- Demographic information, such as postcode, and area of interest in relation to Big Ideas activities
- Website usage data
- Other information in relevant to user's enquiries
- Other information pertaining to community programmes and surveys

How we use this data

Collecting this data helps us understand what you are looking for from Big Ideas, enabling us to deliver targeted services and information.
Specifically, we may use data:

- For our own internal records.
- To improve the services and information we provide.
- To contact you in response to a specific enquiry.
- To send you emails about new programmes, services and other things we think might be relevant to you.
- To send you informational mailings or to call you about services and other things we think might be relevant to you.
- To contact you via email, telephone or mail for research reasons.

Cookies and how we use them

What is a cookie?

A cookie is a small file placed on your computer's hard drive. It enables our website to identify your computer as you view different pages on our website.

Cookies allow websites and applications to store your preferences in order to present content, options or functions that are specific to you. They also use to see information like how many people use the website and what pages they tend to visit.

How we use cookies

We may use cookies to:

- Analyse our web traffic using an analytics package. Aggregated usage data helps us improve our website structure, design, content and functions.
- Identify whether you are signed in to our website. A cookie allows us to check whether you are signed in to the site.
- Test content on our website.

- Store information about your preferences. The website can then present you with information you will find more relevant and interesting.
- To recognise when you return to our website. We may show your relevant content, or provide functionality you used previously.

Cookies do not provide us with access to your computer or any information about you, or provide functionality you used previously.

Controlling cookies

You can use your web browser's cookie settings to determine how our website uses cookies. If you do not want our website to store cookies on your computer or device, you should set your web browser to refuse cookies.

However, please note that doing this may affect how our website functions, some pages and services may become unavailable to you.

Unless you have changed your browser to refuse cookies, our website will issue cookies when you use it.

To learn more about cookies and how they are used, visit All About Cookies.

Controlling information about you

When you fill in a form or provide your details so that we can contact you via email or other mediums such as our newsletter, you will see one or more tick boxes allowing you to:

- Opt-in to receive information from us about our programmes by A/ email B/telephone, or C/ post.
- Select to Opt-out and be removed from our databases

If you have agreed that we can use your information for project engagement, you can change your mind easily, via one of these methods:

- Select Unsubscribe
- Send an email to Contact@big-ideas.org
- Write to us at: Big Ideas, ScreenWorks, Unit 205, 22 Highbury Grove, London N5 2EF.

We will never lease, distribute or sell your personal information to third parties unless we have your permission or the law requires us to.

Any personal information we hold about you will be stored and processed under our data protection policy, in line with the Data Protection Act 2018 (c. 12) and The General Data Protection Regulation ((EU) 2016/679.

Security

We will always hold your information securely.

To prevent unauthorised disclosure or access to your information, we have implemented strong physical and electronic security safeguards.

We also follow stringent procedures to ensure we work with all personal data in line with Data Protection Act 2018 (c. 12) and The General Data Protection Regulation (EU) 2016/679).

Links from our site

Our website contains links to other websites.

Please note that we have no control of websites outside big-ideas.org domain. If you provide information to a website to which we link, we are not responsible for its protection and privacy.

Always be wary when submitting data to websites. Read the site's data protection and privacy policies fully.