

## WEBSITE PRIVACY POLICY

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The Internet is an amazing tool. It has the power to change the way we live, and we're starting to see that potential today. With only a few mouse-clicks, you can follow the news, look up facts, buy goods and services, and communicate with others from around the world. It's important to Gowrie Training & Consultancy to help our clients retain their privacy.

Your privacy is important to you and to us. So, we'll protect the information you share with us. To protect your privacy, Gowrie Training & Consultancy follows its obligations under the Privacy Act 1988 (Commonwealth) and subsequent addendums including data breach notification obligations and other applicable privacy laws to ensure client privacy and data protection.

### LOG DATA

We collect information that your browser sends whenever you visit our Site. The log data may include information such as your computer's Internet Protocol (IP) address, browser type, browser version, the pages of our Site that you visit, the time and date of your visit, the time spent on those pages and other statistics. This is only used for analysis of data to inform improvements to the site.

### IP address

An IP address is a number assigned to your computer whenever you access the internet. It allows computers and servers to recognise and communicate with one another. Public IP addresses from which visitors appear to originate may be recorded for IT security and system diagnostic purposes. This information may also be used in aggregate form to conduct web site trend and performance analysis, and to personalise your user experience.

### Cookies

Cookies may be placed on your computer or internet-enabled device whenever you visit us online. This allows the site to remember your computer or device and serves a number of purposes. Although most browsers automatically accept cookies, you can choose whether or not to accept cookies via your browser's settings (often found in your browser's Tools or Preferences menu). You may also delete cookies from your device at any time. However, please be aware that if you do not accept cookies, you may not be able to fully experience some of our web sites' features. Cookies by themselves do not tell us your email address or otherwise identify you personally.

### NOTICE

We will ask you when we need information that personally identifies you (personal information) or allows us to contact you. Generally, this information is requested when you create a Registration ID on the site or when you order email newsletters or join a limited-access premium site (when applicable).

Personal Information is collected for the purpose of:

- researching and developing services for you
- invoices and payments
- enabling you to access and use the website services and products
- enrolment and registration of events
- professional learning and support you may request
- provision of customer service

## CONSENT

If you choose not to register or provide personal information, you can still use most of [gowrieconsultancy.com.au](http://gowrieconsultancy.com.au) (the Website) You will not be able to access areas that require registration.

If you decide to register, you will be able to select the kinds of information you want to receive from us by subscribing to various services, like our electronic newsletters. If you do not want us to communicate with you about other offers regarding Gowrie Training & Consultancy products, programs, events, or services by email, or telephone, email [training@gowrie-tas.com.au](mailto:training@gowrie-tas.com.au) and ask to be taken off the email listing.

## IMAGE PERMISSION TAKEN AT EVENTS

Images taken at events, are used for marketing purposes which includes both print and web use. By agreeing to the terms and conditions below, you agree to this use.

Terms and Conditions pertaining to image permission:

- I hereby agree to you full use of any photopgraphs/videos taken at Gowrie Training & Consultancy events, together with the right of reproduction either wholly or in part.
- I understand that the use of the images/videos does not allow me any payments in respect to their use.
- I have read the terms and conditions permission form carefully and fully understand its meanings and implications.
- If you do not wish your images to be used, please advise Gowrie Training & Consultancy in writing to [training@gowrie-tas.com.au](mailto:training@gowrie-tas.com.au)

## SECURITY

Gowrie Training & Consultancy has taken strong measures to protect the security of your personal information and to ensure that your choices for its intended use are honored. We take strong precautions to protect your data from loss, misuse, unauthorised access or disclosure, alteration, or destruction.

Your e-commerce transactions are currently facilitated through Stripe (for more information on security go to [www.stripe.com](http://www.stripe.com))

Your personal information is never shared outside the company without your permission. Inside the company, data is stored and secured through password-controlled and registered as secure site.

You also have a significant role in protecting your information. No one can see or edit your personal information without knowing your username and password, so do not share these with others.

Please note that messages in blogs or chat pages can be viewed by other people and therefore can be collected and used without Gowrie Training & Consultancy's knowledge. Such use is beyond this policy and our control.

## NOTICE TO PARENTS

Parents or guardians: we want to help you guard your children's privacy. We encourage you to talk to your children about safe and responsible use of their Personal Information while using the Internet.

The Gowrie Training & Consultancy site does not publish content that is targeted to children. We may use photos of children in marketing information and prior written consent is sought from the guardian prior to uploading. Please note that Gowrie Training & Consultancy at times use stock photos from various suppliers.

## **ENFORCEMENT**

If for some reason you believe Gowrie Training & Consultancy has not adhered to these principles, please notify us by email at [training@gowrie-tas.com.au](mailto:training@gowrie-tas.com.au) and we will do our best to determine and correct the problem promptly. Be certain the words Privacy Policy are in the Subject line.

## **WHAT WE DO WITH THE INFORMATION YOU SHARE**

When you join us, you may provide us with your contact information, including your name and email address. We use this information to send you updates, questionnaires to measure your satisfaction with our service and announcements about new and exciting services that we offer. Currently all registrations through the Gowrie Training & Consultancy site are connected through Stripe. Please refer to their privacy policy (as noted previously in this policy).

Gowrie Training & Consultancy will only disclose your personal information, without notice, if required to do so by law or in the good faith if we believe that such action is necessary to: (a) conform to the edicts of the law or comply with legal process served on Gowrie Training & Consultancy or the site; (b) protect and defend the rights or property of Gowrie Training & Consultancy and its family of Websites, and, (c) act in urgent circumstances to protect the personal safety of users of Gowrie Training & Consultancy, its Websites, or the public.

## **LINKED SITES**

Gowrie Training & Consultancy may include third party products, services, web links on our website. It is important to note that these third-party sites have their own privacy policies and therefore we have no responsibility or liability for your use of these linked sites.

## **COMPLAINTS AND GRIEVANCES**

If you have any complaints relating to Gowrie Training & Consultancy Website Privacy Policy, please email your complaint to [training@gowrie-tas.com.au](mailto:training@gowrie-tas.com.au)

## **UPDATES**

Gowrie Training & Consultancy reserves the right to amend this Privacy Policy at any time and notify you by posting an updated version of the Policy on the site.