

## Privacy Policy for Mr. Gibberson Classes

**Effective Date:** 04/03/2024

Welcome to Mr. Gibberson Classes! We are committed to protecting your privacy. This Privacy Policy outlines how we collect, use, and protect the personal information of our students and their parents or guardians.

### 1. Information We Collect

- **Personal Information:** We collect personal information such as names, contact details, and student numbers when students enroll in our classes.
- **Participation Data:** We track and collect data on class participation and project involvement.

### 2. Use of Information

- **Class Management:** We use personal information to manage class registrations and communications.
- **Project Data:** We may share aggregated information about student participation in projects, but we do not disclose personal details.
- **Parent Communication:** We share updates about class activities and student progress with parents or guardians.

### 3. Data Sharing

- **Internal Use:** We do not sell, trade, or otherwise transfer personal information to external parties.
- **With Parents:** We provide parents with information on class activities and student progress.
- **Aggregated Data:** We may share aggregate statistics about class participation with relevant stakeholders, but this data will not include personal information.

### 4. Data Security

- **Protection Measures:** We implement reasonable security measures to protect personal information from unauthorized access, use, or disclosure.
- **Data Retention:** We retain personal information only as long as necessary to fulfill the purposes outlined in this Privacy Policy.

### 5. Your Choices

- **Access and Correction:** You may request access to or correction of your personal information by contacting us at [your contact email].
- **Opt-Out:** If you wish to stop receiving communications from us, you may opt out by notifying us at [your contact email].

### 6. Changes to This Policy

- **Updates:** We may update this Privacy Policy from time to time. We will post any changes on our website, and continued participation in our classes will constitute acceptance of the revised policy.

## **7. Contact Us**

If you have any questions or concerns about this Privacy Policy, please contact us at [your contact email or phone number].

Thank you for trusting Mr. Gibberson Classes with your information!

08/03/2024