Kylemore CTC gathers information in compliance with GDPR – for more information on GRPR see - <https://ec.europa.eu/info/law/law-topic/data-protection/reform/what-personal-data_en>

What type of information do we collect?

*We receive, collect and store any information you enter on our website or provide us in any other way. In addition, we collect the Internet protocol (IP) address used to connect your computer to the Internet. We may use software tools to measure and collect session information, including page response times, length of visits to certain pages, page interaction information, and methods used to browse away from the page. We also collect personally identifiable information you provide is with (including name, email, password, communications, comments, feedback).*

How do we collect information?

*When you enter information on our website, as part of the process, we collect personal information you give us such as your name, address and email address. Your personal information will be used to contact you regarding your enquiry and to assist us provide services to you.*

Why do we collect such personal information?

*We collect Non-personal and Personal Information for the following purposes:*

1. *To provide and operate the Services;*
2. *To provide our Users with ongoing customer assistance and technical support;*
3. *To be able to contact our Visitors and Users with general or personalized service-related notices and promotional messages;*
4. *To create aggregated statistical data and other aggregated and/or inferred Non-personal Information, which we may use to provide and improve our respective services;*
5. *To comply with any applicable laws and regulations.*

How do we store, use, share and disclose your site visitors' personal information?

*Our company is hosted on the*[*Wix.com*](http://wix.com/)*platform.*[*Wix.com*](http://wix.com/)*provides us with the online platform that allows us to deliver our services to you. Your data may be stored through*[*Wix.com*](http://wix.com/)*’s data storage, databases and the general*[*Wix.com*](http://wix.com/)*applications. They store your data on secure servers behind a firewall.*

How do we communicate with your site visitors?

*We may contact you to notify you regarding your enquiry, to troubleshoot problems with your enquiry, to poll your opinions through surveys or questionnaires, to send updates about our company, or as otherwise necessary to contact you to enforce our User Agreement, applicable national laws, and any agreement we may have with you. For these purposes we may contact you via email, telephone, text messages, and postal mail.*

How you can withdraw your consent?

*If you don’t want us to process your data anymore, please contact us at* *info@kylemorectc.ie* *, or send us a letter/mail to: Kylemore Community Training Centre, 1st Floor, Ballyfermot Resource Centre, Ballyfermot Road, Dublin 10.*

Privacy policy updates

*We reserve the right to modify this privacy policy at any time, so please review it frequently. Changes and clarifications will take effect immediately upon their posting on the website.*

Questions and contact information

*If you would like to: access, correct, amend or delete any personal information we have about you, you are invited to contact us at* *info@kylemorectc.ie* *, or send us a letter/mail to: Kylemore Community Training Centre, 1st Floor, Ballyfermot Resource Centre, Ballyfermot Road, Dublin 10.*