



1 Definition

In this Policy the following terms have these meanings:

“Cookie” means a small text file placed on your computer or device by our website when you visit our website;

“Our website” means this website, www.atsgroupuk.co.uk

“Personal data” means data that we process which is any information that can be personally attributable to an individual such as a name, email address or telephone number;

“We/Us/Our” means Associated Training Service (ATS) Group Ltd, a limited company Registered in England under Company Number 13225598, whose registered address is Stacey Industrial Park, Whitehouse Farm, Silchester Road, Tadley, Hampshire RG26 3PY.

2. About this policy

This policy describes:

The types of information that we may collect from you when you access or use our website www.atsgroupuk.co.uk ; or interact with us;

and

Our practices for collecting, using, maintaining, protecting and disclosing that information.

This policy applies only to information we collect through our services and in the electronic communications sent through or in connection with our services.

Our Data Protection Officer

The Data Protection Officer at Associated Training Service (ATS) Group Ltd is Jason Nash.



3. What data do we collect

Some data will be collected automatically by our website and other data will only be collected if you voluntarily submit it.

Automatically collected data, which includes data collected through Google Analytics will be non-personally identifiable data.

Data collected that you have voluntarily submitted may be personally identifiable data.

Depending upon your use of our website, we may collect some or all of the following data:

- Name
- Business/company name
- Email addresses
- Telephone number
- Enquiry message/detail
- Browsing statistics and behaviour via Google Analytics (automatically collected)

4. How we use the information we collect

We use the information to provide the services and information that you request and to respond to enquiries, requests and questions.

5. Cookies and tracking technologies

Cookies on our website

We use cookies to collect and analyse information on site performance and usage, to provide social media features, personalised advertising and to enhance and customise content.

For a live list of cookies that are active on our website, please click on the 'cog' icon at the bottom of the website and then click on the 'Cookie declaration' tab.



Cookie Consent: The cookie tool on this website remembers your privacy settings for the next time you visit the website.

You can obtain more information about cookies by visiting <https://www.cookiehub.com/about-cookies>

Google Analytics

We use Google Analytics to measure and evaluate access to and traffic on our website, and to create user navigation and behaviour reports for our website administrators and marketing team.

Data collected from Google Analytics is not attributable to an individual.

6. Storing and Sharing your data

Do we keep your data?

We keep your data:

- for as long as we need to in order to use it as described above in section 4;

and/or,

- for as long as we have your permission to keep it, such as using it to send you our newsletter or other marketing materials;

and/or,

- if you are an active client.

Where do we keep your data?

Personally identifiable data that you submit through our website will not be stored or transferred outside of the European Economic Area (“the EEA”) (The EEA consists of all EU member states, plus Norway, Iceland and Liechtenstein).



Your data may be stored at the following:

Our office

Your data is stored securely on our internal company network. www.atsgroupuk.co.uk

Website server

Some data, such as your name and email address may be stored on our website, within our email marketing software system. We do not hold any sensitive personal data on our website and our website is hosted securely, running under HTTPS.

Website backup servers

As we regularly and securely back up our website, some data, such as your name and email address may be stored on our website backup servers.

Do We Share Your Data?

No.

Associated Training Service (ATS) Group Ltd will never share your data with any third-party.

7. Right of Consent to withdraw

You may withdraw your consent for collecting your personal information at any time. To do so, please contact us at admin@atsgroupuk.co.uk

8. Change or review of Information

If you would like to review, change or delete personal data we have collected from you or you had submitted or permanently delete your account, please contact us.



For more information regarding the termination or deletion of your information, please refer to Section 10: Termination of this Privacy Policy.

9. Accessing or correcting your personal information

We take reasonable steps to accurately record the personal information that you provide to us, as well as any subsequent updates.

You have the right to ask for a copy of any of your personal data held by us.

We encourage you to review, update, and correct the personal information that we maintain about you. You may request that we delete personal data about you that is inaccurate, incomplete, and irrelevant for legitimate purposes, or is being processed in a way which infringes any applicable legal requirements.

Please contact our Data Protection Officer for more information on this process.

See section 16 below for contact details.

10. Termination of this Privacy Policy

You may at any time review or change the personal information we maintain about you by contacting Associated Training Service (ATS) Group Ltd. Upon your request, we will delete your contact information and personal data from our active databases.

This Privacy Policy is effective until terminated by either party. If you no longer agree to be bound by this Privacy Policy, you must cease the use of Associated Training Service (ATS) Group Ltd services. If you are dissatisfied with Associated Training Service (ATS) Group Ltd, or any of these terms, conditions, and policies, your sole legal remedy is to discontinue using the services. Associated Training Service (ATS) Group Ltd reserves the right to terminate or suspend your access to and use of the services without notice, if we believe, in our sole discretion that such use is in violation of any applicable law, or



harmful to our interests or the interests of another person or entity, or where Associated Training Service (ATS) Group Ltd has reasons to believe that their use is in violation of this Privacy Policy.

11. Childrens Privacy

Associated Training Service (ATS) Group Ltd does not knowingly collect personal information from children under the age of 13. If we learn that we have personal information on a child under the age of 13, we will delete that information.

12. Changes to this Policy

Associated Training Service (ATS) Group Ltd reserves the rights to change this Privacy Policy at any time. Please check this page periodically for changes. Your use of the services after any such amendment or change in the Privacy Policy shall be deemed as your express acceptance to such amended/changed Privacy Policy and an assent to be bound by such changed/amended Privacy Policy. Information collected prior to the time any change is posted will be used according to the rules and laws that applied at the time the information was collected.

13. Governing Law

This Privacy Policy and the use of the Website are governed by the laws of the United Kingdom. The parties undertake to first try to resolve the dispute with by negotiation. If the parties fail to reach an amicable resolution through negotiation, Associated Training Service (ATS) Group Ltd agrees to submit the dispute to the competent Court of the United Kingdom.

14. Copyrights

The copyrights of our Website are the property of Associated Training Service (ATS) Group Ltd.

Texts, graphics, photographs, animations, videos and clips, visible on the website are the object of copyright and are part of the intellectual property of Associated Training Service (ATS) Group Ltd.



Those may not be reproduced, used, presented or represented without an explicit written permission by Associated Training Service (ATS) Group Ltd. Any distribution of files, obtained by the users of the website, or of parts of such files, constitutes a violation of the relevant intellectual property protection laws and is prosecuted by the law.

Nothing contained on this website may be interpreted as granting a license or right of use as a trademark without the prior explicit written consent of Associated Training Service (ATS) Group Ltd.

15. Miscellaneous

Associated Training Service (ATS) Group Ltd is controlled, operated and administered entirely within the United Kingdom.

If you are accessing the Associated Training Service (ATS) Group Ltd website from another jurisdiction, please be advised that you are transferring your personal information to Associated Training Service (ATS) Group Ltd in United Kingdom and, by using the website, you consent to that transfer and to abide by the applicable laws concerning your use of the website and your agreements with us.

This statement and the policies outlined in this Privacy Policy are not intended to and do not create any contractual or other legal rights in or on behalf of any third party.

16. Contact Us

If you have any questions about our website or this Privacy Policy or if you would like to request personal data that we may currently hold of yours, please contact our Data Protection Officer, Jason Nash by telephone on 0800 0092 998 by emailing , or by post at Associated Training Service (ATS) Group Ltd,

Signed:

Allan Smith

(Alan Smith, Director) Date:

Review date:

30th June 2023

29th June 2024