



Privacy Policy

DNC Studio, 459 Bath Road, Slough, SL1 6AA

This privacy policy applies between you, the User of this Website and **DNC**, the owner and provider of this Website. DNC takes the privacy of your information very seriously. This privacy policy applies to our use of ALL Data collected by us or provided by you in relation to your use of the Website.

Any queries related to this Privacy Policy can be communicated via: <https://dncstudio.com/contact-us/>

Definitions and interpretation

1. In this privacy policy, the following definitions are used:

Data	collectively all information that you submit to DNC via the Website. This definition incorporates, where applicable, the definitions provided in the Data Protection Laws;
Data Protection Laws	any applicable law relating to the processing of personal Data, including but not limited to the GDPR, and any national implementing and supplementary laws, regulations and secondary legislation;
GDPR	the UK General Data Protection Regulation;
DNC	DNC Studio, 459 Bath Road, Slough, Berkshire, SL1 6AA;
User or you	any third party that access the website and submits their contact details via an enquiry or enrolment form.
Website	the website that you are currently using, https://dncstudio.com and any sub-domains of this site unless expressly excluded by their own terms and conditions.

Scope of this privacy policy

2. This privacy policy applies only to the actions of DNC and Users with respect to this Website. It does not extend to any websites that can be accessed from this Website including, but not limited to, any links we may provide to social media websites.
3. For purposes of the applicable Data Protection Laws, DNC is the "data controller". This means that DNC determines the purposes for which, and the manner in which, your Data is processed.

Data collected

4. We may collect the following Data, which includes personal Data, from you:
 - a. Name
 - b. Date of birth
 - c. Email addresses and Telephone numbers
 - d. Financial information such as credit / debit card numbers (online shop purchases only)in each case, in accordance with this privacy policy.



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Data that is given to us by you

5. DNC will collect your Data in a number of ways, for example:
 - a. when you contact us through the Website, by telephone or via e-mail.
 - b. when you make payments to us, through this Website or bank transfer.in each case, in accordance with this privacy policy.

Our use of Data

6. All of the above Data may be required by us from time to time in order to update you about our services, in the form of e-marketing, i.e. Newsletter.
 - a. If you are not satisfied with our approach to marketing, you have the right to withdraw consent at any time by unsubscribing or sending us an email to request withdrawal.

Who we share Data with

7. We only share information with your consent, to comply with the laws, to provide you with the services to protect your rights or to fulfill business obligations.

Keeping Data secure

8. We will use technical and organisational measures to safeguard your Data, for example:
 - a. We store your Data on secure servers.
 - b. Payment details are encrypted using SSL technology (typically you will see a lock icon or green address bar in your browser when we use this technology).

If you want detailed information from the Get Safe Online service on how to protect your information and your computers and devices against fraud, identity theft, viruses and many other online problems, please visit www.getsafeonline.org. Get Safe Online is supported by HM Government and leading businesses

Data retention

9. Unless a longer retention period is required or permitted by law, we will only hold your Data on our systems for the period necessary to fulfil the purposes outlined in this privacy policy or until you request that the Data be deleted.
10. Even if we delete your Data, it may persist on backup or archival media for legal, tax or regulatory purposes.

Your rights

11. You have the following rights in relation to your Data:

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- a. **Right to access** - the right to request copies of the information we hold about you at any time.
 - b. **Right to correct** - the right to have your Data rectified if it is inaccurate or incomplete.
 - c. **Right to erase** - the right to request that we delete or remove your Data from our systems.
 - d. **Right to restrict our use of your Data** - the right to "block" us from using your Data or limit the way in which we can use it.
 - e. **Right to data portability** - the right to request that we move, copy or transfer your Data.
 - f. **Right to object** - the right to object to our use of your Data including where we use it for our legitimate interests.
12. If you are not satisfied with the way a complaint you make in relation to your Data is handled by us, you may be able to refer your complaint to the relevant data protection authority. For the UK, this is the Information Commissioner's Office (ICO). The ICO's contact details can be found on their website at <https://ico.org.uk/>
 13. It is important that the Data we hold about you is accurate and current. Please keep us informed if your Data changes during the period for which we hold it

Links to other websites

14. This Website may, from time to time, provide links to other websites. We have no control over such websites and are not responsible for the content of these websites. This privacy policy does not extend to your use of such websites. You are advised to read the privacy policy or statement of other websites prior to using them.

Changes of business ownership and control

15. DNC may, from time to time, expand or reduce our business and this may involve the sale and/or the transfer of control of all or part of DNC. Data provided by Users will, where it is relevant to any part of our business so transferred, be transferred along with that part and the new owner or newly controlling party will, under the terms of this privacy policy, be permitted to use the Data for the purposes for which it was originally supplied to us.
16. We may also disclose Data to a prospective purchaser of our business or any part of it.
17. In the above instances, we will take steps with the aim of ensuring your privacy is protected.

General

18. You may not transfer any of your rights under this privacy policy to any other person. We may transfer our rights under this privacy policy where we reasonably believe your rights will not be affected.
19. If any court or competent authority finds that any provision of this privacy policy (or part of any provision) is invalid, illegal, or unenforceable, that provision or part-provision will, to the extent required, be deemed to be deleted, and the validity and enforceability of the other provisions of this privacy policy will not be affected.



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20. Unless otherwise agreed, no delay, act or omission by a party in exercising any right or remedy will be deemed a waiver of that, or any other, right or remedy.
21. This Agreement will be governed by and interpreted according to the law of England and Wales. All disputes arising under the Agreement will be subject to the exclusive jurisdiction of the English and Welsh courts.

Payments

22. Our website will offer you the chance to either pay by way of direct bank transfer or via Stripe. A receipt of payment will be automatically emailed to you, but you can request an invoice for your records by sending us an email.

Duration of keeping the information

23. We keep your information as long as necessary to fulfill the purposes outlined in this privacy policy unless otherwise required by the law.
24. When we have no ongoing legitimate business need to process your personal information, we will either delete or anonymize such information or if this is not possible, then we will securely store your personal information and isolate it from any further processing under deletion is possible.

Changes to this privacy policy

25. DNC reserves the right to change this privacy policy as we may deem necessary from time to time or as may be required by law. Any changes will be immediately posted on the Website and you are deemed to have accepted the terms of the privacy policy on your first use of the Website following the alterations.

Contact Us

If you have any questions or comments about this privacy policy, you may email us at staff@dncstudio.com