

## **PRIVACY POLICY – FLUIDMATHS.CO.UK**

Fluidmaths.co.uk is committed to protecting and respecting the privacy, safety and security of our registered (and prospective) subscribers.

This policy explains in plain language who we are, how we collect and use information about our subscribers and privacy rights

If you have any questions or concerns about our use of your information

Please contact us at [team@fluidmaths.co.uk](mailto:team@fluidmaths.co.uk)

### **About fluidmaths.co.uk**

Fluidmaths.co.uk is a trading name for NewLeaf Inc Limited Registered in England and Wales with Company number 12515121

We are a UK-based company, which produces maths resources on reasoning and problem solving which are shared online for the use of our subscribers.

For more information about 'fluidmaths.co.uk' visit [www.fluidmaths.co.uk](http://www.fluidmaths.co.uk)

### **What Personal Information do we collect**

We collect the following categories of information:

#### ***Subscriptions***

In the case of school/educational institution subscriptions,

- School's name, address and email address for billing purposes
- The name and email address of a contact at the school (so we can provide a username and password)

In general, we do not collect details about the resources used by our subscribers or their interactions with the Fluidmaths.co.uk website

Please note that by registering with fluidmaths.co.uk, the subscriber's consent to provide us with information, and use this information is deemed to be given.

Subscribers who do not wish to give this consent must not use or register with the Site.

We do not collect any of your personal information.

### **How we collect subscriber Information**

- The information required to register as a subscriber is obtained directly from the 'institution'
- This is provided via email voluntarily by completing a subscription form on the website

### **How we use your subscriber Information**

We only collect the information needed to generate an invoice/receipt for accounting purposes.

The email provided will only be used to communicate with the user:

- to provide the Username and Password
- notify the Subscriber when the subscription is due to expire and send renewal information

### **Who we share your subscriber information with**

Your institution's information will never be shared with any external third parties.

### **How do we keep subscriber information secure?**

The information we collect is stored electronically on a protected network for the duration of the active subscription.

We use a third-party payment processor, PayPal and Stripe to process credit card payments.

We do not retain any credit card numbers ourselves. PayPal's Privacy policy can be viewed at

<https://www.paypal.com/uk/webapps/mpp/ua/privacy-full>

The Subscribers are responsible for keeping usernames and passwords confidential.

We ask Users not to share their passwords with anyone outside of their institution

Subscribers should be aware that unfortunately, the transmission of information via the internet is not completely secure. Although we will do our best to protect your data, we cannot guarantee the security of your data transmitted to our Site; any transmission is at your own risk.

### **Data Retention**

We retain the information we collect from subscribers only when they hold an 'active' subscription.

When a subscription is not renewed, the information stored electronically will be deleted within 3 months of the expiry date.

For accounting/tax purposes paper copies of invoices will be stored securely for 6 years.

### **Data Protection Rights (User)**

Users have the following data protection rights:

- If a subscriber wishes to **correct or update** the information about their school, they can do so at any time by contacting us at [team@fluidmaths.co.uk](mailto:team@fluidmaths.co.uk).

### **Updates to this Privacy Notice**

We will obtain your consent to any material Privacy Notice changes if and where this is required by applicable data protection laws. Users will be deemed to have consented to any such changes by their continued use of the Site following any changes being made.

### **How to Contact Us**

If you have any queries, please do contact us at [team@fluidmaths.co.uk](mailto:team@fluidmaths.co.uk)