

Privacy policy

Ayrmer Software Ltd is a software and web development studio, based in the United Kingdom, who developed the Childcare on-line Booking (CoB) system.

This privacy policy explains how Ayrmer Software use any personal data we collect about you and how we keep it secure, as we are committed to respecting your privacy and being transparent about how we store and process data we collect about you.

This policy provides you with information about:

- when we might collect your personal data;
- how we use your data;
- what personal data we collect;
- how we ensure your privacy is maintained;
- our legal basis for collecting and using your data;
- our Cookies policy; and
- your legal rights relating to your personal data.

When do we collect data about you?

We collect data from you, when you make an enquiry via our website, email or telephone and the data we collect could be personal data.

How will we use the data we collect about you?

We may need to collect information about you to process a business enquiry or as part of a development and / or technical support contract.

This information may include details such as your name, address, e-mail and telephone number.

Ayrmer Software Ltd will not disclose your personal data, unless it is required to fulfil a contract. This will be limited to third party suppliers defined within your contract and will be subject to requirements that they use the information strictly as directed by Ayrmer Software Ltd in accordance with applicable laws.

All data is stored and processed within the European Economic Area and we will always use reasonable endeavours to ensure that your information is held securely.

Ayrmer Software uses your personal data to handle your enquiries or to provide you with a personalised service.

We do not sell, rent or trade your personal data to third parties for any purposes.

What personal data do we collect?

We collect your name, address, email and telephone number(s) as well as any personal data within communications between Ayrmer Software Ltd and you. Most data is collected directly, but your employer may also provide personal details as part of a contract.

How do we keep your data secure?

All personal data is stored within our Client Relations Management (CRM) system or our internal servers and access is restricted via user authentications systems.

What is your legal basis for processing my data?

Ayrmer Software Ltd collects and uses your personal data because it is necessary for:

- the purposes of complying with our duties and exercising our rights under a contract for the sale of products or services to a client; or
- complying with our legal obligations.

Cookies

Our websites use cookies to collect information. This includes information about browsing when accessing our websites.

Other websites

Our website contains links to third party websites. This privacy policy only applies to this website so when you link to other websites you should read their own privacy policies.

Your legal rights relating to personal data

We want to make sure that your personal information is accurate and up to date. You may ask us to correct or remove information you think is inaccurate. You have

the right to request a copy of the information that we hold about you. If you would like a copy of some or all of your personal information, please contact us by any of the following means:

- phone us on +44 (0)1364 582017
- e-mail us at support@ayrmer.co.uk
- write to us at Ayrmer Software Ltd, 2 – 3 Station Yard, Ashburton, Devon TQ13 7EF.

You have the right to lodge a complaint with the Information Commissioner's Office. You can find more information at <https://ico.org.uk/>

Changes to our privacy policy

We keep our privacy policy under regular review and we will place any updates within this document that is published at <https://www.childcare-online-booking.co.uk/childcare-online-booking-system-ltd-privacy-policy.pdf>.

This privacy policy was last updated in May 2018.

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