Privacy information / use of site

The information contained in this website is provided in good faith for general information purposes only. The site administrators (the Administrators) do not accept any liability for omissions, errors or mistakes that occur in publication or are provided by external sources or in external websites which have links from this website.

External links are provided for your convenience to provide further information and do not signify any endorsement of the website(s). We have no responsibility for the content of the linked website(s).

All items submitted for publication will be subject to moderation by the Administrators. They cannot guarantee a turnaround time but will make every effort to either include submitted information (with or without editing) or refer back to the contributor as soon as reasonably possible after submission.

The Administrators will consider anonymous submissions only where the author has supplied their full name and contact details to them.

The Administrators will not accept for publication:
- Inappropriate information; or
- Anything political, libellous, defamatory, pornographic, racist, sexist, abusive, harassing or threatening, or generally offensive or illegal; or
- Any copyright material unless permission for its use has been received.

Content that is no longer timely or relevant from the site will be removed.
The opinion of the Administrators is final.

Legal

1. Privacy

Names and email addresses of contributors will only be used for the administration of the website and will not be given, or sold, or given in exchange to, a third party.
If you use the contact form the only information requested is the sender's name and email address, in order to be able to respond. This will only be shared if necessary to satisfy the enquiry. If it needs to be sent as and email or in hard copy to another trusted person, the sender's authority will first be sought. Details will remain in electronic form, but may be converted into hard copy but only if necessary for the purpose of dealing with the enquiry.
The sender has the right to have personal information held by the Administrators altered or erased at any time.

2. Data Protection

The Administrators will administer the website in compliance with the Data Protection Act 1998 and the General Data Protection Regulations (GDPR). In doing so they agree:

- They must obtain data from individuals fairly and lawfully and be open and honest about why it is required
- They must hold data only for specific and lawful purposes and not process it in any manner incompatible with those purposes.
- Data must be relevant, adequate and not excessive for those purposes and this should be monitored.
- Data must be accurate and where necessary kept up to date.
- Data must not be kept longer than necessary. There should be a system for removing different categories of information after certain periods, e.g. when it is no longer required for audit purposes.
- Data should be processed in accordance with the rights of data subjects. This means that individuals must be informed on request of all information held about them.
- Security precautions must be in place to prevent the loss, destruction or unauthorised disclosure of the data.
- Data must not be transferred outside the UK unless the country can provide adequate security for it.

3. Copyright

Information set out in websites is considered to be "published" and therefore qualifies for copyright protection. It is not considered to be in the public domain simply because it was posted on the Internet and therefore free for anyone to download and copy. You may not publish any material, including photographs, from this site without the permission of the Administrators.

4. Cookies

Cookies are small files used by the programme. When the programme is closed, no cookies are retained.