



**JOB SKILLS TRAINING
ASSOCIATION**

Registered UK Charity: 1207351

Privacy Policy

www.jobskillstraining.org.uk



+44 74124 70170



164 Birchfeild Road East, Northampton NN3 2HF



jstraining.org@gmail.com

Privacy Policy for Job Skills Training

Effective Date: May 2023

At Job Skills Training ("we," "us," or "our"), we respect the privacy of our website visitors ("users," "you," or "your"). This Privacy Policy outlines the types of personal information we collect, how we use and protect it, and your rights regarding your personal data. By using the Job Skills Training website, you consent to the practices described in this Privacy Policy.

1. Information We Collect:

1.1 Personal Information: We may collect personal information directly from you, such as your name, email address, phone number, and other contact details when you voluntarily provide it to us through our website forms or by contacting us via email or phone.

1.2 Usage Data: We automatically collect certain information about how you interact with our website. This may include your IP address, browser type, operating system, referring URLs, pages visited, and other browsing information. We use this information to analyze trends, administer the site, and gather demographic information to improve our services.

1.3 Cookies and Similar Technologies: We use cookies and similar tracking technologies to enhance your browsing experience and collect information about your usage patterns on our website. You have the option to disable cookies through your browser settings, but please note that some features of our website may not function properly as a result.

2. Use of Information:

2.1 Provide and Improve Services: We may use your personal information to provide and improve our services, respond to your inquiries, process your requests, and communicate with you. This includes sending you administrative or promotional emails and other relevant information.

2.2 Statistical Analysis: We may use aggregated and anonymized information for statistical purposes, such as analyzing usage trends and preferences, improving our services, and conducting market research. This information does not identify individual users.

2.3 Legal Compliance: We may use your personal information to comply with applicable laws, regulations, legal processes, or enforceable governmental requests, or to protect our rights, privacy, safety, or property, or that of our users or the public.

3. Data Sharing and Disclosure:

3.1 Third-Party Service Providers: We may share your personal information with trusted third-party service providers who assist us in operating our website, conducting our business, or servicing you. These third parties have agreed to keep your information confidential and only process it in accordance with our instructions and applicable privacy laws.

3.2 Legal Obligations: We may disclose your personal information if required to do so by law or if we believe that such action is necessary to comply with a legal obligation, protect our rights or the safety of others, investigate fraud, or respond to a government request.

3.3 Business Transfers: In the event of a merger, acquisition, or sale of our assets, your personal information may be transferred to the acquiring entity. We will notify you via email or a prominent notice on our website before your personal information is transferred and becomes subject to a different Privacy Policy.

4. Data Security:

We implement appropriate security measures to protect your personal information from unauthorized access, disclosure, alteration, or destruction. However, please note that no method of transmission over the Internet or electronic storage is completely secure, and we cannot guarantee its absolute security.

5. Your Rights:

5.1 Access and Rectification: You have the right to access and correct the personal information we hold about you. If you believe that any of the information, we have is incorrect or incomplete, please contact us using the contact details provided below.

5.2 Opt-Out: You may choose to opt out of receiving promotional emails from us by following the unsubscribe instructions included in each email. Please note that even if you opt out of receiving marketing emails, we may still send you administrative messages related to your account or transactions.

5.3 Data Retention: We will retain your personal information for as long as necessary to fulfill the purposes outlined in this Privacy Policy unless a longer retention period is required or permitted by law.



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6. Children's Privacy:

Our website is not intended for children under the age of 16. We do not knowingly collect or solicit personal information from anyone under the age of 16. If we become aware that we have collected personal information from a child under the age of 16, we will take steps to promptly delete that information.

7. Changes to this Privacy Policy:

We reserve the right to modify or update this Privacy Policy at any time. Any changes will be effective immediately upon posting the revised Privacy Policy on our website. We encourage you to review this page periodically to stay informed about our privacy practices.

8. Contact Us:

If you have any questions, concerns, or requests regarding this Privacy Policy or the way we handle your personal information, please contact us.

Job Skills Training Email: help.jobskillstraining@gmail.com

Call/WhatsApp: +44 7558999784

By using the Job Skills Training website, you acknowledge that you have read and understood this Privacy Policy and agree to its terms.

Signed: 

Name: Manash Mukherjee

Position: Chair

Date: 07th March 2025

Next Review Date: 07th March 2026

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