

Ecclesall Print Ltd GDPR Privacy Notice

Ecclesall Print Ltd is registered in England and Wales, company registration number 7486676. Registered office address Unit 1B, The Southwest Centre, Archer Road, Sheffield, S8 0JR.

For the purposes of this privacy policy, we operate a number of trading brands under our company name, namely:

www.schoolchristmascardproject.org.uk

www.schoolleaversbookproject.org.uk

AdelaRosa Wedding Stationery

Ecclesall Print

We only collect data that is directly sent to us, whether via an online enquiry form or when a school sends us their art projects. We do not scan the Internet or any other source to collect data on individuals or organisations for any purpose whatsoever. We may look up basic contact details for an organisation who has expressed an interest in our products and services or who we believe has a legitimate interest in our products and services.

Organisational data that we collect is limited to: Organisation name, contact name, organisation/contact email address, organisation/contact correspondence address, organisation/contact correspondence phone number.

Data we request that is specific to individuals taking part in any of our art projects is limited to: Name, Class name, School name. We cannot run the projects or create the final products without these data. These data are supplied to us by the schools taking part in the art projects. It is the responsibility of each school to gain the permission from children/parents to supply us with the individual data required to run our art projects.

We use the organisational data to remain in contact with the organisations taking part in our projects. Organisations have the right to be removed from our database at any time.

We use the individual data to produce personalised printed products such as Christmas cards, gift labels, leavers books etc and any other products we choose to offer for sale to these individuals via the school. Without these data we could not produce personalised products which are the whole purpose of our art projects. All individual data is destroyed after the time when it may be necessary to retrieve any data in the case of product/order/spelling issues etc and no longer than 3 months after the end of each project.

We do not share any organisational or individual data with any other individual or organisation. The data is stored on secure servers and local hard drives for the sole purpose of completing the projects.