



CONFIDENTIALITY POLICY

We take the protection and the respect of our students seriously and we take the necessary measures to uphold it. We therefore commit ourselves to respect the confidentiality of personal information that we collect in accordance with the methods described below. Our users shall find in this Confidentiality Policy what personal information we collect about them, to what ends such information is used, what means we use to collect it, the means users have to oppose collection and the security measures taken to protect their personal information.

1. PERSONAL INFORMATION COLLECTION

We collect the following information:

- Surname
- Name(s)
- Email address
- Postcode
- E-mail address
- Phone number
- Gender / Sex
- Age / Date of birth

The personal data we collect is gathered through our forms.

2. FORMS AND COLLECTION METHODS

Singing Tree Vocal Academy collect your personal information in accordance with the following methods:

- Enrolment form
- Course / training course enrolment form
- Contact form

We use the information for the following purposes:

- To follow up orders and/or enrolments in courses / training courses
- Information / Promotional offers
- Statistics
- Contact
- Website management (presentation, organisation)

3. LOG FILES AND COOKIES

We receive information by log files and cookies. It mainly regards the following information:

- IP address
- Operating system
- Visited pages and requests
- Hours and days of connection

Resorting to such files allows us to reach the following objectives:

- To follow up orders
- For statistical studies

4. OBJECTION AND WITHDRAWAL RIGHTS

We commit ourselves to give you the right to object and withdraw your personal information. The right to object must be understood as the possibility given to web users to refuse their personal information be used to certain ends mentioned during the collection process.

The right to withdraw must be understood as the possibility given to web users to request their personal information no longer appear, for instance, in a mailing list.

To exercise these rights, you can reach out to the website's owners and send them a statement to inform them of your objection to your personal data being used for the ends which you disapprove of or e-mail them your withdrawal request at academy@singing-tree.com.

5. ACCESS RIGHT

We commit ourselves to recognise an access and amendment right to the concerned persons who wish to view, modify or erase the information about them.

Exercising this right can be done by sending notice to the website's owners through the e-mail address academy@singing-tree.com.

6. SECURITY

The personal information we collect is stored in a secure environment. The people who work for us are required to observe the confidentiality of your information.

To ensure the security of your personal information, we resort to the following measures:

- SSL (Secure Sockets Layer) protocol
- Identity and access management
- Network monitoring software
- Digital back-up
- IDs / passwords
- Firewalls

We commit ourselves to maintain a high confidentiality level by implementing the latest technological innovations which allow to ensure the confidentiality of your transactions. However, as no mechanism offers maximum security, some risk remains when one uses the Internet to share personal information.

7. CONSENT

By using our website, you consent to our confidentiality policy.