

## Privacy Policy

This Privacy Policy outlines how your personal information is treated by TARA Consulting Ltd., and also forms part of the terms and conditions of use of our website. If you have any questions or require any further information, please [contact us](#).

- We may collect your personal information (for example, your name, email address, telephone number) via written correspondence, telephone calls or any other form of communication.
- We may selectively use your data to communicate with you for administrative purposes (for example to update our records), or to communicate with you for the purposes of research.
- Unless otherwise stipulated, personal data collected will only be stored and/or processed by, or on behalf of, TARA Consulting.
- Personal information is held solely in password protected devices where the password is known only to the Director(s).
- You can contact us to check what personal information we may hold about you and to request deletion of this information.
- We may pass on your personal information if we have a legal obligation to do so, or in accordance with the Data Protection Act 1998. You have the right to find out what information we hold about you, and to ask us not to use any of the information we collect.
- We will not share your information with any other organisations for marketing, market research or commercial purposes, and we will not pass on your details to other websites.
- As the transmission of information over the internet is generally not secure, any data you transmit is done so at your own risk. Once we receive your information, we make our best effort to ensure its security on our IT systems.
- If you are aged 16 or under, please get your parent/guardian's permission beforehand whenever you provide any personal information to us. Users without this consent are not allowed to provide us with personal information.
- By choosing to use our website, you will have been deemed to consent to the collection and use of your data and personal information in accordance with this privacy policy. We may also collect information about your IP Address and the version of the web browser you use to access the website.
- Like many other websites, the TARA Consulting Ltd. website uses 'cookies' - small pieces of information sent by a website to your computer and stored on your hard drive to allow that website to recognise you when you next visit. They only collect statistical data about your browsing actions and patterns and do not identify you as an individual. It is possible to switch off cookies by adjusting your browser preferences, but doing so may result in a loss of functionality when using the website.

- The TARA Consulting Ltd. website contains links to and from other websites. This privacy policy only applies to this website, and doesn't cover any websites that we link to.
- If you come to the TARA Consulting Ltd. website from another website, we may receive personal information about you from the other website. You should read the privacy policy of the website you came from to find out more about this.
- We may occasionally modify and update this Privacy Policy, so please check this page occasionally to ensure that you are happy with any changes. The date of the last update is 5 December 2018.

If you have any questions or would like any further information, [please get in touch](#).