

## Website Privacy Policy

This Website Privacy Policy describes how Tristram Plants protects and makes use of information you give the company when using this website. If you are asked to provide information when using the website, it will be only used in the ways described in this Privacy Policy.

This Privacy Policy is updated from time to time. The latest version is published on this page. This Privacy Policy was updated on 04.04.18. If you have any questions about this Privacy Policy, please email [camilla@walbertonnursery.co.uk](mailto:camilla@walbertonnursery.co.uk) or write to: Walberton Nursery LLP, Yapton Lane, Walberton, Arundel, West Sussex, BN18 0AS

### Introduction

We gather and use certain information about individuals in order to carry out our recruitment process, provide services and to enable certain functions on this website. We also collect information to better understand how visitors use this website.

### What data we gather

We may collect the following information:

- Name
- Contact information including email address
- Demographic information, such as postcode, preferences and interests
- Website usage data
- Other information relevant to client enquiries

### How we use this data

Collecting this data helps us carry out our recruitment process, and understand what you are looking for from the company, enabling us to effectively deliver our services. Specifically, we may use data:

- For our own internal records
- To improve services we provide
- To contact you in response to a specific query
- To customise the website for you
- To contact you via email or telephone

### Cookies and how we use them

#### What is a cookie?

A cookie is a small file placed on your computer's hard drive. It enables our website to identify your computer as you view different pages on our website. Cookies allow websites and applications to store your preferences in order to present content, options or functions that are specific to you. They also enable us to see information like how many people use the website and what pages they tend to visit.

## How we use cookies

We may use cookies to:

- Analyse our web traffic using an analytics package. Aggregated usage data helps us improve the website structure, design, content and functions
- Identify whether you are signed in to our website

Cookies do not provide us with access to your computer or any information about you, other than that which you choose to share with us.

## Controlling cookies

You can use your web browser's cookie settings to determine how websites use cookies. If you do not want our website to store cookies on your computer or device, you should set your web browser to refuse cookies. However, please note by doing this it may affect how our website functions. Some pages and services may become unavailable to you. Unless you have changed your browser to refuse cookies, our website will issue cookies when you visit it.

## Controlling information about you

If you fill in a form or provide your details on our website, we will never lease, distribute or sell your personal information to third parties unless we have your permission or the law requires us to. Any personal information we hold about you is stored and processed under the General Data Protection Regulation (GDPR).

## Security

We will always hold your information securely. To prevent unauthorised disclosure or access to your information, we have implemented strong physical and electronic security safeguards. We also follow stringent procedure to ensure we work with all personal data in line with the General Data Protection Regulation (GDPR).

## Links from our site

Our website may contain links to other websites. Please note that we have no control of websites outside the [www.tristramplants.co.uk](http://www.tristramplants.co.uk) domain. If you provide information to a website we link to, we are not responsible for its protection and privacy.