

**PRIVACY POLICY for www.talkingjobs.net
PART OF PERISCOPE PROJECTS LIMITED**

(Company No. 05143526)

www.talkingjobs.net is part of Periscope Projects Limited, company details can be found at the foot of this document.

Our commitment to privacy

Your privacy is important to us. To better protect your privacy we provide this notice explaining our online information practices and the choices you can make about the way your information is collected and used. To make this notice easy to find, we make it available on our homepage and at every point where personally identifiable information may be requested.

The Information collected from the www.talkingjobs.net website

This notice applies to all information collected or submitted on this website. On some pages, you can order a site license, make requests, or sign-up to the mailing list. The types of personal information collected at these pages are:

- Name of the contacts we need (primary and secondary contacts)
- School/organisation name
- School/organisation address
- E-mail addresses
- School/organisation phone number

The Information We DONT Collect:

Credit/Debit Card Information – this is handled by [Paypal](https://www.paypal.com) with no details made available to the www.talkingjobs.net team at Periscope Projects Ltd.

The Way We Use Information

We use the information you provide about yourself when placing an order for a site license only to complete that order. We do not share this information with outside parties except to the extent necessary to complete that order.

We use the information you provide about someone else when placing an order only to ship the product and to confirm delivery. We do not share this information with outside parties except to the extent necessary to complete that order.

We use return email addresses to answer the email we receive. Such addresses are not used for any other purpose and are not shared with outside parties.

We use non-identifying and aggregate information to better design our website and to share with advertisers. For example, we may tell an advertiser that X number of individuals visited a certain area on our website, or that Y number of men and Z number of women filled out our registration form, but we would not disclose anything that could be used to identify those individuals.

Finally, we never use or share the personally identifiable information provided to us online in ways unrelated to the ones described above without also providing you an opportunity to opt-out or otherwise prohibit such unrelated uses.

Our Commitment to data security

To prevent unauthorized access, maintain data accuracy, and ensure the correct use of information, we have put in place appropriate physical, electronic, and managerial procedures to safeguard and secure the information we collect online.

Our commitment to children's privacy

Protecting the privacy of the very young is especially important. While we allow people under 18 to access content on this site as part of their studies using the login details provided, we do not accept orders from anyone other than administrative or teaching staff in schools and organisations wishing to purchase a site license.

How you can access or correct your information

You can access all site license information held by sending an e-mail to enquiries@talkingjobs.net. We use this procedure to better safeguard your information. To protect your privacy and security, we will also take reasonable steps to verify your identity before granting access or making corrections.

How to contact us

Should you have other questions or concerns about these privacy policies, please send an e-mail to enquiries@talkingjobs.net or alternatively you can leave a message on 00 44(0)1273 473 276.

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