**Watt Guide Scotland Privacy Policy**

I take clients’ privacy seriously. I have a legal requirement to protect your privacy and to clarify what type of information I collect, how I collect it, why I collect it, how it is stored, how I communicate with you, how I use cookies and other tracking tools, and how you can withdraw your consent for collection of personal information and delete or change the collected information. The policy set out here may be modified from time to time, with any changes taking effect immediately the updated policy is posted on the website. If any material changes are made to the policy, I will notify you here and highlight the changes.

1. **What type of information is collected?**

I will collect, store and use the information you enter on the website, or provide me with in any other way. The personally identifiable information comprises name, email address and phone number. For clients undertaking significant expeditions in Scottish mountains, some *relevant* medical information may also be collected. The website is hosted on Wix.com’s platform and Wix may collect data about usage of the website.

1. **How is it collected?**

Name, email address and phone number is collected when you communicate with me by submitting an email enquiry or by phoning me. For clients undertaking significant expeditions in the Scottish mountains, clients may be asked to submit a medical history disclosure form (by email or paper).

1. **Why is it collected?**

Basic contact information (name, email address, phone number) is collected so I can communicate with you about the services I provide, e.g. about logistics, payments, and evaluations. During the current Coronavirus epidemic contact information also needs to be collected for track and trace purposes in the event of an outbreak. Information submitted in the medical disclosure is collected so that I am advised of just those pre-existing medical conditions (for example epilepsy, asthma) which may be relevant in the context of my leading clients in the Scottish mountains. Wix collect data about the usage of the site in order to improve the operation of the site.

1. **How is it stored, used, shared, and disclosed?**

Watt-Guide-Scotland is hosted on the wix.com platform. Your data may be stored through wix.com’s data storage, databases, and applications. They store your data on secure servers behind a firewall.

1. **How do I communicate with site visitors?**

I may contact you via email or phone in connection with the services I provide, e.g. about logistics, payments, and evaluations.

1. **How do I use cookies and other tracking tools?**

Wix.com may use cookies: to provide a good experience for site visitors; to monitor and analyse the performance, operation and effectiveness of Wix’s platform; and to ensure the platform is secure and safe to use. More information about cookies can be found at <http://www.allaboutcookies.org>.

1. **How can site visitors withdraw their consent?**

If you don’t want me to process your data anymore, or you wish to access, correct, amend or delete any information I have about you, please contact me at info@watt-guide-scotland.com.

**Brian Watt**

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