

Turps Banana Ltd/ Turps Education

Reg. Address | 2 Velde Way, London, England SE22 8TP
Turps Banana Ltd | company number 05311920
Turps Education | company number 10233795

Privacy Policy |

Turps Banana Ltd / Turps Education is committed to keeping your personal information (data) safe and meeting our responsibilities under privacy law. Privacy law in the UK will soon change under the General Data Protection Regulation, which comes into force on the 25th May 2018, and which our policy reflects. You can find general information about data protection law on the ICO's website: <https://ico.org.uk/for-the-public/>

This policy is intended to let you know how we use the data we hold about you, and your rights in regard to this. It does not provide exhaustive detail, but we are happy to provide more information or explanation on request - please email info@turpsbanana.com

Our privacy policy may be reviewed from time to time and we will share any updates on this website. We may also get in touch directly to let you know about significant changes. This privacy policy was last updated on 22nd May 2018.

Who we are |

We are Turps Education, a company limited by guarantee (no. 10233795) and Turps Banana Ltd (no. 05311920) registered at 2 Velde Way, London, England, SE22 8TP

Who you are |

You are an individual who has interacted with Turps Banana Ltd / Turps Education in one or more of these ways (please note, this list is not necessarily exhaustive):

- Turps Banana Ltd / Turps Education websites (which are currently at www.turpsbanana.com and www.turpsgallery.co.uk)
- You have visited Turps Art School, Turps Studios or Turps Gallery and shown an interest in our work.
- Asked to join our mailing list at an event
- Completed an online or paper feedback form or survey
- Contacted us via email or interacted with us on social media
- Booked to attend a Turps exhibition, talk or event.
- Enrolled in a Turps Art School programme including Studio Programme, Correspondence Course, Turps Surgery.

This privacy policy does not cover personal data we hold about you as an employee, trustee, supplier, freelancer or sole trader who we work with or have discussed working with.

What data we may hold about you

Data we hold about you may include:

- Photographs and videos taken during a Turps exhibition, project or event.
- Photographs and videos taken during a Turps Art School programme.
- Information you gave us in an online or paper form (such as feedback, contact details, and information like your age, ethnicity and gender)
- Details of Turps exhibitions, performances and events you have attended, and

purchases or donations you have made. These may include information available through services we use to process bookings, donations and payments, currently Eventbrite and PayPal Communications with us (such as emails and notes of phone calls) and any information you send us via email (such as your CV)

- Your publicly available social media activity and interactions with Turps Banana Ltd and Turps Education (such as your Twitter handle, posts about us, and your location)
- Publicly available information we have discovered about you through research, while you were involved in a Turps Banana Ltd or Turps Education event. We will of course make sure information collected is appropriate and will use it only as long as required to deliver your experience.

How we use data about you |

We collect and hold data about you so we can do things like:

- Create and deliver experiences, exhibitions, and educational programme. Our work is sometimes interactive, so we often need to know a bit about you to make it possible. The way we use your data varies between projects, but always follows Turps values and principles.
- Learn from your experience and feedback, to develop our work and tailor it to our audiences and participants
- Keep track of who has come to which events and exhibitions
- Personalise the communications you receive from us
- Manage our organisation effectively at an administrative level
- Record who has given money or services to us, so we can keep you informed about how this has impacted our work and keep you in touch with future projects.
- Send you information about Turps Banana Ltd and Turps Education, our events, our programmes, our exhibitions, our publications and ways to support us as well as other information that might be of interest to you.

Depending on what you have asked to hear about, this may include:

- Sending you messages about Turps Banana Ltd and Turps Education work, events and courses and publications, ways to support us, and occasional details about work by our friends
- Updating you about projects you have previously been involved in.
- Sending you event invitations, news and opportunities specifically relating to Turps Banana Ltd and Turps Education Alumni scheme.

Use of anonymous data |

We share statistics about our audiences and participants with third parties (such as galleries and funding bodies) to report on our work, which may include data you gave us in a form. This kind of information will always be anonymised.

We use a third-party provider, Campaign Monitor, to deliver our newsletters. Through this we gather anonymous statistics about email opening and clicks.

We use Google Analytics to collect basic log information and details of what visitors do on our website, as well as information provided by your computer, like your browser type. This data is anonymised and we will never attempt to find out the identities of those visiting our website.

By visiting our website, you consent to the use of cookies - files placed on your computer by a website to collect standard internet log data and learn about the behaviour of visitors. For more information about cookies, including how to turn them off, visit www.aboutcookies.org.

How we keep your data safe, and who sees it

To protect your privacy, we make sure your data is kept securely and access is restricted to appropriately trained staff who need to use it for the processes outlined in this policy. We will keep and process your data only for long enough to fulfil the purpose we collected it for. After that point, we will dispose of in a secure manner.

We will never sell your data, but it may be processed by limited third parties in the course of achieving the purposes listed above. Third parties that may process your data for us include payment platforms, venues who need the names of bookers, ticket sites, and companies who store our data.

Some of our suppliers run their operations outside the European Economic Area (EEA). This means they may not be subject to same data protection laws as companies based in the UK, but we will take steps to make sure they provide a level of protection which meets the requirements of UK data protection law.

We may share information about you with law enforcement agencies and other organisations or individuals if we are required to by law.

Contacting us, access to your data, and your right of correction or erasure

We want to make sure that the data we hold about you is accurate and up to date, and you can ask us to correct or remove information you think is inaccurate. You also have the right to ask us to 'forget' you, by erasing the data we hold about you as far as reasonably possible. If you would like us to do this, please get in touch on info@turpsbanana.com

You have the legal right to request a copy of the data that we hold about you.

If you would like a copy of some or all of the information we hold about you, please email info@turpsbanana.com

Opting out of marketing |

We may communicate with you about ourselves, our events, ways to support us and other activities. We will usually only do this if you tell us we can, for example by joining our mailing list. If you aren't on our mailing list, but you have previously attended or enquired about a Turps Banana Ltd or Turps Education project, we may occasionally get in touch about similar projects we think you'll want to know about.

You have the right to tell us to stop contacting you for marketing purposes. If you want to opt out, just email info@turpsbanana.com to let us know, or click 'unsubscribe' within the email we have sent you.