

Privacy Policy

Last updated: 4th May 2026

1. Introduction

This Privacy Policy explains how **Croston Old School** (“we”, “our”, or “us”) collects, uses, and protects your personal data when you visit our website <https://www.croston-old-school.org>.

Croston Old School is a registered charity and community resource centre based at Church Street, Croston, Leyland, Lancashire, PR26 9HA. ([Croston Old School](#))

We are committed to protecting your privacy and handling your personal data in accordance with the **UK General Data Protection Regulation (UK GDPR)** and the **Data Protection Act 2018**.

2. Information We Collect

We may collect the following types of personal information:

Information you provide directly

When you contact us or complete forms on our website, we may collect:

- Name
- Email address
- Telephone number
- Event enquiry details
- Message content
- Newsletter preferences

This information may be collected through:

- Contact forms
 - Event booking enquiries
 - Newsletter sign-up forms
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Information collected automatically

When you visit our website, certain information may be collected automatically, such as:

- IP address
- Browser type
- Device information
- Pages visited
- Date and time of visit

This information helps us understand how visitors use the website and improve our services.

3. How We Use Your Information

We use your personal information to:

- Respond to enquiries or messages
- Process venue or event enquiries
- Send newsletters or updates (if you have opted in)
- Improve the functionality and performance of our website
- Comply with legal or regulatory obligations

We will only process your data where we have a lawful basis to do so.

4. Lawful Basis for Processing

Under UK GDPR, we rely on the following lawful bases:

- **Consent** – when you sign up to newsletters or marketing communications
- **Legitimate interests** – to respond to enquiries and improve our services
- **Legal obligations** – where required by law

You can withdraw your consent at any time.

5. Cookies

Our website may use cookies or similar technologies to:

- Improve website functionality
- Understand how visitors use the site
- Provide a better browsing experience

You can control cookies through your browser settings.

6. Sharing Your Information

We do **not sell or rent your personal data**.

We may share your information with trusted service providers who help operate our website or services, such as:

- Website hosting providers
- Email or newsletter services
- IT support providers

These providers are required to protect your data and only process it on our behalf.

7. Data Retention

We keep personal data only for as long as necessary to:

- Respond to enquiries
- Maintain records of communications
- Meet legal or regulatory requirements

When information is no longer required, it will be securely deleted.

8. Your Data Protection Rights

Under UK data protection law, you have the right to:

- Access the personal data we hold about you
- Request correction of inaccurate information
- Request deletion of your personal data
- Object to processing in certain circumstances
- Request restriction of processing
- Withdraw consent at any time

To exercise any of these rights, please contact us.

9. Security

We take reasonable technical and organisational measures to protect your personal information from unauthorised access, loss, misuse, or disclosure.

However, no internet transmission can be guaranteed to be completely secure.

10. Links to Other Websites

Our website may contain links to external websites. We are not responsible for the privacy practices of those websites.

We encourage you to read their privacy policies.

11. Contact Us

If you have any questions about this Privacy Policy or how your data is handled, please contact:

Croston Old School

Church Street

Croston

Leyland

PR26 9HA

Email: admin@crostonoldschool.org

Telephone: 01772 603600

12. Changes to This Policy

We may update this Privacy Policy from time to time. Any updates will be posted on this page with the revised date.
