

Step Up Japanese Privacy Policy

I take your privacy very seriously and will only use your personal information to deliver the services you've asked for and agreed to. For example, I need your contact details to send you details about your Japanese course, and about class events I'm inviting you to.

Types of data I collect:

1. Information on your enrolment form

When you enrol for a course I ask for your contact details and other information. I need this information to provide the service I deliver.

My website, which you use to enrol, is hosted by Squarespace. For more information, please see Squarespace's privacy policy at <https://www.squarespace.com/privacy/>

2. Google Analytics

When someone visits stepupjapanese.com I use a third-party service, Google Analytics, to collect standard internet log information and details of visitor behaviour patterns. I do this to find out things such as the number of visitors to the various parts of the site. This information is processed in a way that does not identify anyone. I do not make, and do not allow Google to make, any attempt to find out the identities of those visiting the website.

3. Mailing list

I use a third-party provider, MailChimp, to deliver the Step Up Japanese newsletter. This gathers statistics around email opening and clicks, to help me monitor and improve the newsletter.

For more information, please see MailChimp's privacy policy at <https://mailchimp.com/legal/privacy/>

You can unsubscribe from the mailing list at any time by clicking the unsubscribe link at the bottom of any of the newsletter emails or by emailing me, Fran Wrigley, at fran@stepupjapanese.com

4. Cookies

The website stepupjapanese.com is hosted by Squarespace. Squarespace uses cookies from to deliver services, to personalise ads and to analyse traffic. This means information about your use of the site is shared with Squarespace.

For more information, please see Squarespace's cookie policy at <https://www.squarespace.com/cookie-policy/>

Other organisations not listed above

I won't share your details with any other organisations or individuals.

Access to your personal information

You are entitled to view, delete or amend the personal information Step Up Japanese holds about you. To do this, please email me, Fran Wrigley, at fran@stepupjapanese.com

Changes to this privacy notice

This is the second version and was updated on 23 August, 2018. This policy will be reviewed after 6 months.

If you have any questions about this privacy policy, please contact me at fran@stepupjapanese.com