



TaylorITEX CIC

Privacy Policy

Introduction

At TaylorITEX CIC, we are committed to protecting your privacy and handling your personal data responsibly and transparently. This Privacy Policy explains what information we collect, how we use it, who we may share it with, and the steps we take to keep it secure.

This policy applies specifically to information collected via our website: www.tayloritex.co.uk

What Information We Collect

We only collect personal information that you choose to give us. This may include:

- Your name, email address, and contact details
- Information you provide when registering for downloads, courses, or events
- Details shared via email or contact forms

We do not sell or rent your personal data to any third parties.

How We Use Your Information

We use the information you provide to:

- Respond to your enquiries
- Provide relevant information about our services, courses, or events
- Send occasional updates (unless you ask us not to)
- Improve the quality and relevance of our services

We will never share your personal information with anyone outside TaylorITEX CIC unless required to do so by law.

Your Rights and Choices

You are in control of your data. At any time, you can:

- Request access to the personal information we hold about you
- Ask for corrections if any data is inaccurate or incomplete
- Request that we delete your information
- Withdraw consent to receive communications



- Raise concerns about how your data is being used

To exercise any of these rights, contact us at: julie@tayloritex.co.uk or call us using the number listed on our website.

How We Protect Your Information

We take your privacy seriously. Here's how we keep your information safe:

- Sensitive data is encrypted and transmitted securely via HTTPS
- Only staff with a genuine need to access personal data are permitted to do so
- All data is stored securely in password-protected systems and physical environments

You can check the security of our site by looking for a padlock icon in your browser's address bar.

Registration

To access certain documents or express interest in opportunities, you may be asked to register on our website. We collect only the necessary information to deliver what you've requested. Optional details (like age or gender) help us improve services but are not required.

Contact Us

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

Julie Ann Mitchell

Email: julie@tayloritex.co.uk

Phone: See contact details on our website

This policy will be reviewed annually, or more frequently in response to new guidance, operational changes, or awarding body updates.

Signed:

A handwritten signature in black ink that reads "JAMitchell".

Date: 29 July 2025