

Aurra Studios Privacy Policy

Our contact details

The Old Parsonage, Hatchet Lane, Winkfield, Windsor, Berkshire SL4 2EG
info@aurrastudios.com

The type of personal information we collect

We currently collect and process the following information:

- IP addresses of visitors to cantkeepasecret.com

How we get the personal information and why we have it

The personal information we keep is made available to us when you visit our website.

This data is used to operate the website correctly.

We may also receive personal information indirectly, from the following sources in the following scenarios:

- If you use any identifying information in the body of the text you submit to us via secretspodcast.show

We may share this information with staff and contractors

Under the General Data Protection Regulation (GDPR), the lawful bases we rely on for processing this information are:

(a) Your consent. You are able to remove your consent at any time. You can do this by contacting info@aurrastudios.com.

How we store your personal information

Your IP information is securely stored within our hosting server.

We keep IP addresses for one year. We will then dispose of your information by deleting server records.

If you have provided any other personal information (which we have not requested) we will endeavour to delete that information as soon as we are aware of it.

Your data protection rights

Under data protection law, you have rights including:

Your right of access - You have the right to ask us for copies of your personal information.

Your right to rectification - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.

Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

Your right to object to processing - You have the the right to object to the processing of your personal information in certain circumstances.

Your right to data portability - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at info@aurrastudios.com if you wish to make a request.

How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at [Insert your organisation's contact details for data protection queries].

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office

Wycliffe House

Water Lane

Wilmslow

Cheshire

SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>